

To: Board of Finance & Board of Selectmen
From: Natasha Nau, Finance Manager
Cc: Erin Schwarz, Assistant to the Finance Manager
Date: April 9, 2021
Subject: March Monthly Report – Finance Department



GENERAL:

- **Financial Policy Manual:** no revisions to present this month. Chapter 108 Title 7 will be added next month pending bandwidth.
- **Winter/Summer Interns:** Alex completed his internship with us as of March 25th. We will be posting an ad for a paid college intern to be shared amongst Clerk, Land Use, Finance, and Police very soon for May-August.
- **IT:** DPW & WWTP server files migration has occurred. Police is the last. Expected to be completed on 4/16.
- **Financial Accounting Software:** AsseTrax, FlexiBill & Departmental Purchasing module installation/integration continues. Behind schedule due to VPN issues at Police and Fire. Hoping to launch Flexibill May 1 and Departmental Purchasing July 1st. AsseTrax will follow late summer with intern assistance.
- **BFPD Parking Tickets:** ordinance and fees still need to be revised and physical tickets still need to be amended and ordered.

PROCUREMENT:

- **RFQs/RFPs/ITBs:** 3 submissions were received for ITB 20-10R by the March 10th: Brother's Tree Service LLC, Ed The Treeman, and Rayzor's Edge Tree Service. Three staff, two elected officials and the BOF chair were the reviewers/graders. With a high score of 96.40, it is the recommendation of the reviewers to the BOS to hire Ed The Treeman, who was the lowest, responsible, responsive bidder. An executive summary Bonfire report has been provided for your review.
- **Contracts:** drafted for WWTP projects (new bonded electrical and older digester project). Waiting on executed copy from engineer.

BUDGET/PAYABLES/RECEIVABLES:

- **Revenue and Expenditure Notes:**
 - **Revenue:** Motor vehicle continues to trickle in (89% collected). The Region 16 surplus was recognized (\$243k).
 - **Expenditures:** Nothing in particular to highlight. See lines to monitor below.
- **Transfers:** 3 are being presented for consideration (BHC).
- **Lines to Monitor:** 15 lines.
- **FY22 Budget Updates:**
 - Budget Detail:
 - Public Works Transfer Station capital project amount updated (still an estimate at this time)
 - WWTP Blower Motor Panel capital project removed
 - IT operating budget finalized
 - Town Hall roof capital budget finalized; masonry removed

- Additional pavement maintenance allocation moved from regular operating line to transfer line
 - Various small tweaks as new information was received
 - Narrative: Departments and Commissions were solicited again to complete their performance metrics for FY20-22. These will be reflected in the next draft.
- **FY21 Capital Projects:**
 - **DPW:** working on generator selection. Researching HGAC Buy and Sourcewell consortiums.
 - **WWTP:** meetings occurred with vendors and consultants as well as WPCA to move Digester project forward. Once calculations are finalized, change order will be signed and work will begin.
- **On-Going Road Projects:**
 - Beacon Valley Road (SLR portion) designs and bid documents have been with the State (STEAP) for 3+ months. We just received comments and are processing them this week. The BOS is discussing this and authorizing the First Selectman to move forward with the project certification form. Minimum 28-day advertisement. Can't be advertised until floodplain is reviewed (still with State) and the easement
- **Master Fee Schedule:** did not have time to cross-walk the master schedule against the Ordinance Committee's list of fees to notate ordinance numbers for later when we get to the hearings and town meetings. Traffic ordinance to be done first.
- **American Rescue Plan Act:** as stated last month, our total allocation is \$614,316. We don't have many updates to provide yet on this. All we know is that OPM is working on getting the distributions set up and that we will only receive 50% in Year 1 (or \$307,158) and the remaining 50% in Year 2. We still don't know if there will be an additional amount related to CT's lack of counties. Last month we said there is no deadline for spending the funds – this has changed – we have until the end of CY. The list of eligible uses of funds was also updated by the feds/state with one more additional use: to make necessary investments in water, sewer, or broadband infrastructure. We expect to receive more information within two months.

GRANTS:

- **FEMA AFG & FPS:** award rounds are expected to begin this month (April).
- **Public Assistance (PA) FEMA:** We are still processing the Hurricane Isaias reimbursement. We were able to coordinate with BHC and get Donated Resources included. More information (I.e. total eligible reimbursement) within a month.
- **WCAAA:** Submitted. We will hear about awards within 2-3 months.
- **LoCIP:** the 2019 Basketball Court Rehab/Resurfacing project, now with a new scope is entitled "Athletic Courts Rehab and Resurfacing", is moving forward. The transfer and prelim designs were reviewed and approved at BOS, BOF and Parks and Rec meetings. Up for a town meeting vote on 4/12. Then we will submit a scope change request and budget increase request to LoCIP.
 - A request is being placed on this agenda to waive the \$20k competitive bid threshold for this project. Please see separate memo for more details.

- **Ion Bank Community Awards Program:** BHC has quoted 1 flotation device and 1 FAST board with lighted system for about \$3,100. We will be submitting by the 4/12 deadline.
- **Katharine Matthies:** due by 5/1/21. Submitting the week before for approximately \$5k for a patio outside of town hall for library and other gatherings, meetings, etc.

Attachments:

- March - Actual & Estimated Revenue
- March - Expenditures, Encumbrances & Appropriations
- 20-10R On-Call Town-Wide Tree Services Report
- March – Transfers & Lines to Monitor
- Microfund/QDS Cash Reconciliation Report
- Non-Recurring Capital Activity Report
- Fund Balance Report
- \$20k Competitive Bidding Threshold Waiver Request Memo
- Copy of Status Memo to BOS about Beacon Valley Road/STEAP

Statement of Actual & Estimated Revenue

Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
10.80.01.1070					
MISCELLANEOUS REIMBURSEMENTS	100.00	25.51	12,501.78	12,401.78-	12501.78
10.80.01.4005					
STATE PROPERTY TAX (PILOT)	24,899.00		24,899.00		100.00
10.80.01.4030					
DISABILITY TAX RELIEF	1,650.00		1,611.20	38.80	97.65
10.80.01.4035					
ADD. EXEMPTIONS FOR VETERANS	8,300.00		9,621.20	1,321.20-	115.92
10.80.01.4040					
TOWN AID ROAD MAINT	192,176.00		192,521.58	345.58-	100.18
10.80.01.4045					
SCHOOL EQ. GRANT GTB&ECS	3,946,560.00		1,973,280.00	1,973,280.00	50.00
10.80.01.4055					
MASHANTUCKET PEQUOT GRANT	12,467.00		4,155.66	8,311.34	33.33
10.80.01.4062					
DISTRESSED MUNICIPALITIES/Grants i	5,000.00		47,667.77	42,667.77-	953.36
10.80.01.4066					
MUNICIPAL GRANT-IN-AID	43,809.00			43,809.00	
10.80.01.4070					
MISCELLANEOUS REIMBURSEMENTS	500.00		2,765.47	2,265.47-	553.09
10.80.01.4072					
EMPG GRANT	5,000.00			5,000.00	
10.80.02.4070					
PLANNING/ZONING COMMISSION	3,900.00	325.00	3,154.00	746.00	80.87
10.80.02.4075					
ZONING BD. OF APPEALS	250.00	377.00	754.00	504.00-	301.60
10.80.02.4080					
BUILDING PERMITS	130,000.00	20,945.00	140,553.71	10,553.71-	108.12
10.80.02.4081					
AMBULANCE REIMBURSEMENT	5,000.00		5,000.00		100.00
10.80.02.4082					
FIRE MARSHAL INSPECTIONS FEES	1,800.00	100.00	2,475.00	675.00-	137.50
10.80.02.4087					
TOWN CLERK - CONVEYANCE	60,000.00	7,302.11	78,698.24	18,698.24-	131.16
10.80.02.4088					
TOWN CLERK-LOCAL CAP IMPROVEM		213.00	1,734.00	1,734.00-	
10.80.02.4089					
TOWN SHARE - TOWN CLERK MERS	3,500.00	1,208.00	8,898.00	5,398.00-	254.23
10.80.02.4090					
MISCELLANEOUS PERMITS	1,500.00	1,500.00	1,880.00	380.00-	125.33
10.80.02.4091					
INLANDS WETLANDS FEES	1,750.00	66.00	788.00	962.00	45.03
10.80.02.4096					
POLICE EXTRA DUTY	30,000.00		30,000.00		100.00
10.80.02.4099					
POLICE - OTHER REVENUE	1,000.00	1,560.00	7,425.00	6,425.00-	742.50
10.80.02.4101					
POLICE TRAFFIC TICKETS	2,100.00	5.00	2,170.00	70.00-	103.33
10.80.02.4110					
DISPOSAL FEES	100.00	6.00	74.00	26.00	74.00
10.80.02.4120					
MINI-BUS	4,000.00	20.00	20.00	3,980.00	0.50
10.80.02.4999					
MISCELLANEOUS INCOME	100.00			100.00	
10.80.03.4122					
INTEREST - TAX COLLECTOR	100,000.00	25,094.13	135,419.94	35,419.94-	135.42
10.80.03.4123					
LIENS/FEES - TAX COLLECTOR	1,200.00	4.58-	2,623.50	1,423.50-	218.63
10.80.03.4126					
SUPPLEMENTAL MOTOR VEHICLE TA	195,000.00	13,073.94	173,952.84	21,047.16	89.21
10.80.03.4132					

Statement of Actual & Estimated Revenue

Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
WATER PROJECT (2001) - CURRENT & 10.80.03.4133	39,000.00	835.86	28,808.02	10,191.98	73.87
RIMMON HILL SEWER ASSESSMENTS 10.80.04.4130	98,090.00	3,252.65	113,813.07	15,723.07-	116.03
TELECOMM. PROPERTY TAX 10.80.04.4135	8,737.00	8,699.70	8,699.70	37.30	99.57
GAS REFUNDS 10.80.04.4140	100.00			100.00	
MISCELLANEOUS 10.80.04.4145	512.00			512.00	
INSURANCE REFUNDS 10.80.04.4146	15,000.00		6,480.00	8,520.00	43.20
INSURANCE CLAIMS 10.80.04.4150	1,000.00			1,000.00	
XEROX EQUIPMENT 10.80.04.4155	125.00	16.00	32.00	93.00	25.60
REGION #16-SURPLUS 10.80.04.4157	20,000.00	243,023.00	243,023.00	223,023.00-	1215.12
LEACHATE COLLECTION SYSTEM 10.80.04.4161	45,000.00	7,581.76	10,706.70	34,293.30	23.79
INSURANCE CLAIMS 10.80.05.4165			258,359.01	258,359.01-	
INVESTMENTS/INTEREST EARNED 10.80.06.4300	75,750.00	1,030.32	11,250.62	64,499.38	14.85
PROPERTY TAXES-CURRENT 10.80.06.4301	16,982,500.00	134,762.05	17,023,684.73	41,184.73-	100.24
PRIOR YEAR PROPERTY TAXES 10.80.06.4325	190,000.00	31,887.11	261,458.08	71,458.08-	137.61
TRANSFER FROM UNASSIGNED FUND 10.80.06.4400	376,727.00			376,727.00	
SALE OF TOWN PROPERTY 10.80.90.2502			395.00	395.00-	
Interfund Transfers - In To General Fund			12.57	12.57-	
Report Totals	22,634,202.00	502,904.56	20,831,366.39	1,802,835.61	92.03

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.01.1010								
FIRST SELECTMAN SALARY	01	55,000.00	55,000.00	9,166.66	45,833.30		9,166.70	83.33
10.90.01.1011								
WAGES - SELECTMAN	01	13,500.00	13,500.00	2,250.00	11,250.00		2,250.00	83.33
10.90.01.1012								
WAGES - SELECTMAN	01	13,500.00	13,500.00	2,250.00	11,250.00		2,250.00	83.33
10.90.01.1014								
HUMAN RESOURCES SPECIALIST	01	32,450.00	32,450.00	2,867.51	20,157.39		12,292.61	62.12
10.90.01.1020								
FIRST SELECTMAN'S SECRETAR	01	42,916.00	48,016.00	5,620.12	35,832.69		12,183.31	74.63
10.90.01.1220								
FIRST SELECTMAN'S EXPENSES	01	2,500.00	2,500.00	80.00	1,416.30		1,083.70	56.65
Totals for Department: 01 (SELECTMAN)		159,866.00	164,966.00	22,234.29	125,739.68		39,226.32	76.22
10.90.03.1040								
WAGES - CUSTODIAN	03	39,118.00	39,118.00	4,194.61	26,719.63		12,398.37	68.31
10.90.03.1049								
WAGES - OVERTIME CUSTODIAN	03	1,500.00	1,500.00	159.50	1,305.00		195.00	87.00
10.90.03.1070								
BOARD & COMMISSION CLERKS	03	11,000.00	11,000.00	1,760.00	9,280.00		1,720.00	84.36
10.90.03.1071								
BOARD & COMMISSION EXPENSE	03	1,000.00	1,000.00	69.70	355.75		644.25	35.58
10.90.03.1078								
LEGAL NOTICES	03	5,000.00	5,000.00	867.68	4,250.89		749.11	85.02
10.90.03.1080								
POSTAGE	03	3,000.00	3,000.00	413.92	1,720.24		1,279.76	57.34
10.90.03.1090								
OFFICE SUPPLIES	03	9,000.00	9,000.00	957.40	7,037.16	1,584.00	378.84	95.79
10.90.03.1105								
COMPUTER-TECHNICAL SUPPRT	03	60,000.00	66,700.00	2,758.00	51,224.31	13,736.50	1,739.19	97.39
10.90.03.1110								
HONOR ROLL MEMORIAL	03	700.00	700.00	258.91	378.91		321.09	54.13
10.90.03.1120								
UTILITIES - ELECTRICITY	03	6,000.00	6,000.00	567.18	5,109.61		890.39	85.16
10.90.03.1121								
ELECTRICITY - SOLAR GENERATI	03	46,500.00	46,500.00	1,183.78	27,202.81		19,297.19	58.50
10.90.03.1122								
UTILITIES - HEAT & WATER	03	7,300.00	7,300.00	1,224.37	4,139.10		3,160.90	56.70

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10.90.03.1130 TELEPHONE	03	20,000.00	20,000.00	1,324.71	11,792.78		8,207.22	58.96
10.90.03.1140 MISC. REPAIRS/BUILDING MAINT	03	18,000.00	18,000.00	1,586.70	4,856.09	3,384.00	9,759.91	45.78
10.90.03.1160 ELEVATOR SERVICE AGREEMEN	03	3,000.00	3,000.00	249.31	2,200.23	747.93	51.84	98.27
10.90.03.1167 MILEAGE & TOWN CAR MAINT.	03	2,000.00	2,000.00	324.30	561.31		1,438.69	28.07
10.90.03.1495 EDUCATION/TRAINING	03	6,000.00	6,000.00	19.20	644.25		5,355.75	10.74
10.90.03.1600 ALARM SYSTEM MONITORING	03	7,050.00	7,050.00	614.97	3,724.35	409.98	2,915.67	58.64
Totals for Department: 03 (TOWN HALL)		246,168.00	252,868.00	18,534.24	162,502.42	19,862.41	70,503.17	72.12
10.90.05.1010 WAGES - TOWN CLERK	05	6,000.00	6,000.00	5,539.00	9,090.00		3,090.00-	151.50
10.90.05.1020 WAGES-ASST.TOWN CLERK P/T	05	25,866.00	25,866.00	2,710.81	23,194.32		2,671.68	89.67
10.90.05.1042 WAGES - ASST. TOWN CLERK	05	45,609.00	45,609.00	5,262.60	29,740.10		15,868.90	65.21
10.90.05.1170 TOWN CLERK EXPENSES	05	5,000.00	6,400.00	1,674.41	4,114.97		2,285.03	64.30
10.90.05.1175 ELECTION EXPENSES	05	1,500.00	1,500.00		656.43		843.57	43.76
10.90.05.1180 MICRO FILM RECORDS	05	20,560.00	20,560.00	2,077.15	14,966.15	6,207.00	613.15-	102.98
10.90.05.1190 LEASE-PURCH COPIER	05	2,000.00	2,000.00	68.55	617.19	172.50	1,210.31	39.48
10.90.05.1195 RECORDS/BOOKS	05	4,000.00	4,000.00	286.70	561.83	370.00	3,068.17	23.30
10.90.05.1210 MAP PRINTER MAINT. & SUPPLIE	05	600.00	600.00				600.00	
10.90.05.1405 VITAL STATISTICS	05	200.00	200.00		28.00		172.00	14.00
10.90.05.2155 GENERAL CODE	05	1,200.00	1,200.00			1,200.00		100.00

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department: 05 (TOWN CLERK)		112,535.00	113,935.00	17,619.22	82,968.99	7,949.50	23,016.51	79.80
10.90.07.1010 WAGES - TAX COLLECTOR	07	60,060.00	60,060.00	6,930.00	44,583.00		15,477.00	74.23
10.90.07.1020 WAGES - ASST. TAX COLLECT	07	24,960.00	27,360.00	3,066.00	21,360.00		6,000.00	78.07
10.90.07.1049 WAGES - OVERTIME	07	500.00	500.00		9.00		491.00	1.80
10.90.07.1060 COMPUTER SUPPORT	07	6,477.00	8,177.00	700.00	7,177.00		1,000.00	87.77
10.90.07.1061 COMPUTER SVCS - PRINTING	07	10,294.00	10,294.00		5,820.24		4,473.76	56.54
10.90.07.1220 MISCELLANEOUS EXPENSES	07	6,000.00	6,000.00	507.12	2,838.53	858.00	2,303.47	61.61
Totals for Department: 07 (TAX COLLECTOR)		108,291.00	112,391.00	11,203.12	81,787.77	858.00	29,745.23	73.53
10.90.09.1010 WAGES - TREASURER	09	13,500.00	13,500.00	2,250.00	11,250.00		2,250.00	83.33
Totals for Department: 09 (TREASURER)		13,500.00	13,500.00	2,250.00	11,250.00		2,250.00	83.33
10.90.11.1020 WAGES - BLDG INSPECTOR	11	35,287.00	35,287.00	4,071.57	26,163.61		9,123.39	74.15
10.90.11.1130 BUILDING INSPECTOR PHONE	11	625.00	625.00	41.16	330.75		294.25	52.92
10.90.11.1167 BUILDING INSPECTOR MILEAGE	11	2,500.00	2,500.00		1,069.50		1,430.50	42.78
10.90.11.1220 MISCELLANEOUS EXPENSES	11	1,500.00	1,500.00	275.37	522.37		977.63	34.82
Totals for Department: 11 (BUILDING DEPT)		39,912.00	39,912.00	4,388.10	28,086.23		11,825.77	70.37
10.90.13.1045 WAGES - LONGEVITY	13	7,700.00	7,700.00		7,100.00		600.00	92.21
10.90.13.1047 WAGES-PILO HEALTH INS.	13	9,000.00	9,000.00				9,000.00	

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
For Period Ending 03/31/2021

Selecting on FUND from 10 to 10

ACCOUNT ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.13.1235								
WAGE SALARY ADJUSTMENTS	13	62,084.00	54,584.00	62.63	4,005.76		50,578.24	7.34
10.90.13.1240								
SOCIAL SECURITY	13	168,078.00	168,078.00	20,732.51	126,281.27		41,796.73	75.13
10.90.13.1245								
MEDICAL INSURANCE	13	312,000.00	312,000.00	25,512.82	263,186.28		48,813.72	84.35
10.90.13.1246								
LIFE INSURANCE	13	16,000.00	16,000.00	986.58	10,041.74		5,958.26	62.76
10.90.13.1247								
DENTAL REIMBURSEMENT	13	15,750.00	15,750.00	1,164.92	9,811.99		5,938.01	62.30
10.90.13.1250								
PENSION PLAN	13	397,261.00	397,261.00	28,037.21	337,422.42		59,838.58	84.94
10.90.13.1255								
WORKERS COMPENSATION	13	147,437.00	147,437.00		147,413.00		24.00	99.98
10.90.13.1256								
FIRE DEPARTMENT INSURANCE	13	9,250.00	9,250.00		8,611.56		638.44	93.10
10.90.13.1257								
EMPLOYEE ASSISTANCE PROGR	13	2,750.00	2,750.00	246.94	1,533.86	1,013.84	202.30	92.64
10.90.13.1595								
PW CLOTHING ALLOWANCE	13	5,000.00	5,000.00	647.65	1,264.46		3,735.54	25.29
Totals for Department: 13 (EMPLOYEE'S BENEFITS)		1,152,310.00	1,144,810.00	77,391.26	916,672.34	1,013.84	227,123.82	80.16
10.90.15.1041								
WAGES - CERT. ASSESSOR	15	64,683.00	64,683.00	7,512.28	48,747.59		15,935.41	75.36
10.90.15.1042								
WAGES - CLERK (P/T)	15	28,869.00	33,869.00	4,382.74	22,904.79		10,964.21	67.63
10.90.15.1060								
COMPUTER SUPPORT	15	10,250.00	11,302.00		10,302.00	1,000.00		100.00
10.90.15.1061								
COMPUTER SVCS - PRINTING	15	1,525.00	1,525.00		1,300.00		225.00	85.25
10.90.15.1220								
OFFICE SUPPLIES	15	3,500.00	3,448.00	288.45	1,557.11		1,890.89	45.16
10.90.15.1280								
GIS (MAPS)	15	6,800.00	6,800.00		3,000.00	3,800.00		100.00
10.90.15.1495								
EDUCATION	15	1,500.00	1,500.00	700.00	700.00		800.00	46.67

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Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department: 15 (BD OF ASSESSORS)		117,127.00	123,127.00	12,883.47	88,511.49	4,800.00	29,815.51	75.78
10.90.17.1042								
WAGES - BOARD OF APPEALS	17	1,800.00	1,800.00		1,800.00			100.00
Totals for Department: 17 (BD OF ASSESSMENT & APPEALS)		1,800.00	1,800.00		1,800.00			100.00
10.90.19.1380								
AUDIT	19	34,000.00	34,000.00		26,500.00		7,500.00	77.94
Totals for Department: 19 (BOARD OF FINANCE)		34,000.00	34,000.00		26,500.00		7,500.00	77.94
10.90.20.1044								
WAGES - FINANCE CLERK	20	49,868.00	49,868.00	5,754.00	36,996.85		12,871.15	74.19
10.90.20.1046								
WAGES - FINANCE MANAGER	20	75,687.00	75,687.00	9,329.06	59,481.47		16,205.53	78.59
10.90.20.1060								
COMPUTER SUPPORT	20	13,375.00	13,375.00	630.00	12,527.64		847.36	93.66
Totals for Department: 20 (FINANCE DEPARTMENT)		138,930.00	138,930.00	15,713.06	109,005.96		29,924.04	78.46
10.90.21.1060								
EDC CONSULTANT	21	48,000.00	48,000.00				48,000.00	
10.90.21.1220								
EXPENSES - EDC	21	5,000.00	5,000.00		240.00		4,760.00	4.80
Totals for Department: 21 (ECONOMIC DEVELOPMENT)		53,000.00	53,000.00		240.00		52,760.00	0.45
10.90.23.1041								
WAGES - ENFORCEMENT OFFI	23	3,733.00	3,733.00	212.80	2,918.40		814.60	78.18
10.90.23.1305								
SOIL CONSERVATION	23	1,500.00	1,500.00		1,500.00			100.00
Totals for Department: 23 (INLAND WETLANDS)		5,233.00	5,233.00	212.80	4,418.40		814.60	84.43
10.90.24.1220								
EXPENSES	24	500.00	500.00				500.00	

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10.90.24.1806								
LAND ACQUISITION/OPEN SPACE	24	1,000.00	1,000.00		1,000.00			100.00
10.90.24.1807								
OPEN SPACE MAINTENANCE	24	5,000.00	5,000.00				5,000.00	
Totals for Department: 24 (CONSERVATION)		6,500.00	6,500.00		1,000.00		5,500.00	15.38
10.90.25.1040								
WAGES - ZONING ENFORCEMNT	25	33,920.00	33,920.00	3,926.45	25,805.87		8,114.13	76.08
10.90.25.1220								
EXPENSES	25	1,500.00	1,500.00	109.09	1,291.65		208.35	86.11
10.90.25.1402								
BLIGHT	25	100.00	100.00				100.00	
Totals for Department: 25 (PLANNING & ZONING)		35,520.00	35,520.00	4,035.54	27,097.52		8,422.48	76.29
10.90.29.1010								
WAGES-REGISTRARS (2)	29	26,700.00	26,700.00	4,500.00	22,200.00		4,500.00	83.15
10.90.29.1011								
WAGES - DPTY REGISTRARS	29	2,000.00	2,000.00		422.00		1,578.00	21.10
10.90.29.1031								
WAGES - ELECTION WORKERS	29	6,200.00	6,200.00		4,606.00		1,594.00	74.29
10.90.29.1173								
CERTIFICATION & WORKSHOPS	29	2,000.00	2,000.00				2,000.00	
10.90.29.1175								
REGISTRATION/CONFERENCES	29	2,600.00	2,600.00		30.00		2,570.00	1.15
10.90.29.1176								
OFFICE SUPPLIES	29	1,500.00	1,500.00	194.86	632.86		867.14	42.19
10.90.29.1177								
MAINT. VOTING MACHINES	29	1,000.00	1,000.00		800.00		200.00	80.00
10.90.29.1345								
ELECTION EXPENSES	29	5,500.00	5,500.00	52.02	3,676.53		1,823.47	66.85
10.90.29.1355								
PRIMARIES	29	4,000.00	4,000.00		3,196.61		803.39	79.92
10.90.29.1360								
CANVAS EXPENSES	29	300.00	300.00				300.00	
Totals for Department: 29 (REGISTRAR OF VOTERS)		51,800.00	51,800.00	4,746.88	35,564.00		16,236.00	68.66

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10.90.33.1270 TOWN COUNSEL RETAINER	33	75,000.00	75,000.00	20,875.25	37,582.75		37,417.25	50.11
10.90.33.1290 ENGINEERING & CONSULTANTS	33	100,000.00	100,000.00	3,785.00	56,587.75	9,021.36	34,390.89	65.61
10.90.33.1291 TOWN PLANNER	33	17,000.00	17,000.00		11,844.00		5,156.00	69.67
10.90.33.1385 WEBSITE CONSULTANT	33	2,660.00	2,677.90	2,677.50	2,677.50		0.40	99.99
Totals for Department: 33 (PROFESSIONAL FEES)		194,660.00	194,677.90	27,337.75	108,692.00	9,021.36	76,964.54	60.47
10.90.37.1410 PROPERTY & CASUALTY	37	99,000.00	101,500.00	676.42	97,910.84	1,691.05	1,898.11	98.13
Totals for Department: 37 (TOWNWIDE INSURANCE)		99,000.00	101,500.00	676.42	97,910.84	1,691.05	1,898.11	98.13
10.90.39.1415 REGIONAL COUNCIL GOV'TS	39	3,635.00	6,235.00		6,144.00		91.00	98.54
10.90.39.1425 CCM MUNICIPALITIES	39	3,571.00	3,571.00		3,571.00			100.00
10.90.39.1430 VALLEY COUNCIL/BROWNFIELD	39	1,000.00	1,000.00		1,000.00			100.00
10.90.39.1440 C.O.S.T. (SMALL TOWNS)	39	825.00	1,075.00		1,075.00			100.00
Totals for Department: 39 (AGENCY MEMBERSHIP)		9,031.00	11,881.00		11,790.00		91.00	99.23
10.90.41.1404 MUNICIPAL HISTORIAN	41	250.00	250.00				250.00	
10.90.41.1405 SESQUICENTENNIAL COMMITTEE	41	2,000.00	2,000.00		2,000.00			100.00
Totals for Department: 41 (FIRE HOUSE BLDG)		2,250.00	2,250.00		2,000.00		250.00	88.89
10.90.44.1010 WAGES - FIRE CHIEF	44	12,300.00	12,300.00	2,050.00	10,250.00		2,050.00	83.33
10.90.44.1012 WAGES - FIRE/FM ADMIN ASSIS	44	3,075.00	3,075.00	512.50	2,562.50		512.50	83.33

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10.90.44.1030 TELEPHONE	44	5,000.00	5,000.00	679.10	3,463.71		1,536.29	69.27
10.90.44.1031 EMERGENCY TELEPHONE (911)	44	22,700.00	22,700.00	1,477.07	15,683.97	1,760.44	5,255.59	76.85
10.90.44.1060 SOFTWARE & IT	44	9,500.00	9,500.00	259.98	7,618.34		1,881.66	80.19
10.90.44.1121 ELECTRICITY	44	10,000.00	10,000.00	966.95	5,824.56		4,175.44	58.25
10.90.44.1122 HEATING FUEL	44	15,000.00	15,000.00	3,687.50	9,113.10		5,886.90	60.75
10.90.44.1123 WATER	44	1,300.00	1,300.00	133.34	851.30		448.70	65.48
10.90.44.1435 BUILDING MAINTENANCE	44	13,500.00	13,500.00	624.63	4,131.37		9,368.63	30.60
10.90.44.1436 BLDG EQUIP-MAINT & REPAIRS	44	6,500.00	6,500.00	2,151.74	2,961.74		3,538.26	45.57
10.90.44.1465 COMM. EQUIP-MAINTENANCE	44	6,000.00	6,000.00	3,396.00	5,419.31		580.69	90.32
10.90.44.1466 EQUIPMENT MAINTENANCE	44	9,000.00	9,000.00	1,063.30	5,930.62		3,069.38	65.90
10.90.44.1470 VEHICLE FUEL	44	10,000.00	10,000.00	728.95	6,567.15		3,432.85	65.67
10.90.44.1471 MANDATORY VEHICLE AND EQU	44	15,000.00	15,000.00	1,778.50	13,412.82	83.40	1,503.78	89.97
10.90.44.1472 VEHICLE REPAIRS	44	31,500.00	31,500.00	1,457.81	9,943.13	10,131.59	11,425.28	63.73
10.90.44.1485 PERSONAL PROTECTIVE EQUIP	44	24,000.00	24,000.00	2,285.95	7,857.77	12,947.14	3,195.09	86.69
10.90.44.1486 EMS TRAINING	44	16,000.00	16,000.00	2,283.39	5,907.04		10,092.96	36.92
10.90.44.1487 AIR BOTTLE REPLACEMENT PROC	44	6,500.00	6,500.00			6,431.30	68.70	98.94
10.90.44.1488 HOSE REPLACEMENT	44	2,500.00	2,500.00			2,206.60	293.40	88.26
10.90.44.1490 PHYSICALS/HEALTH & WELLNES	44	17,350.00	17,350.00	569.00	10,338.20	1,822.80	5,189.00	70.09
10.90.44.1495 TRAINING	44	20,000.00	13,545.00	4,800.00	10,097.73	2,100.00	1,347.27	90.05

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10.90.44.1500								
SERVICE AWARD PROGRAM	44	50,000.00	50,000.00		50,000.00			100.00
10.90.44.1552								
DEPARTMENTAL SUPPLIES - FD	44	16,000.00	16,000.00	1,289.25	13,539.64	391.40	2,068.96	87.07
10.90.44.1553								
DEPARTMENTAL SUPPLIES - AMB	44	18,700.00	18,700.00	983.80	12,099.23	1,396.77	5,204.00	72.17
Totals for Department: 44 (EMERGENCY SERVICES)		341,425.00	334,970.00	33,178.76	213,573.23	39,271.44	82,125.33	75.48
10.90.45.1010								
WAGES - FIRE MARSHAL	45	16,966.00	16,966.00	2,827.66	14,138.30		2,827.70	83.33
10.90.45.1011								
WAGES - DEPUTY FIRE MARSHAL	45	13,325.00	13,325.00	1,633.92	11,648.86		1,676.14	87.42
10.90.45.1012								
WAGES - FIRE/FM ADMIN ASSIS	45	3,075.00	3,075.00	512.50	2,562.50		512.50	83.33
10.90.45.1130								
TELEPHONE	45	2,000.00	2,000.00	122.33	981.58		1,018.42	49.08
10.90.45.1167								
VEHICLE EXPENSES	45	1,000.00	1,000.00				1,000.00	
10.90.45.1413								
FIRE PREVENTION & SAFETY	45	4,000.00	4,000.00		3,995.71		4.29	99.89
10.90.45.1495								
TRAINING/CONTINUING EDUCATI	45	2,200.00	2,200.00	37.13	1,117.47		1,082.53	50.79
10.90.45.1515								
FIRE CODE SUBSCRIPTION	45	2,300.00	2,300.00		1,495.00		805.00	65.00
10.90.45.1526								
COMPUTER SUPPORT	45	650.00	650.00		650.00			100.00
10.90.45.1527								
FIRE MARSHAL - EXPENSES	45	4,500.00	4,500.00	553.54	922.43		3,577.57	20.50
10.90.45.1595								
FIRE MARSHAL - UNIFORMS	45	2,000.00	2,000.00		2,000.00			100.00
Totals for Department: 45 (FIRE MARSHAL)		52,016.00	52,016.00	5,687.08	39,511.85		12,504.15	75.96
10.90.47.1525								
LEASE RADIO/TELEPHONE	47	550.00	550.00	133.16	422.75		127.25	76.86
10.90.47.1530								
EMERGENCY NOTIFICATION SYS	47	5,000.00	5,000.00		5,000.00			100.00

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Totals for Department: 47 (CIVIL DEFENSE)		5,550.00	5,550.00	133.16	5,422.75		127.25	97.71
10.90.48.1495 TRAINING/EQUIPMENT	48	6,300.00	6,300.00		1,965.11	1,734.94	2,599.95	58.73
Totals for Department: 48 (SAFETY COMMITTEE)		6,300.00	6,300.00		1,965.11	1,734.94	2,599.95	58.73
10.90.49.1540 COTTON HOLLOW	49	11,295.00	11,295.00	848.51	6,788.08		4,506.92	60.10
10.90.49.1541 BEACON FALLS	49	211,460.00	211,460.00	18,984.98	146,900.22		64,559.78	69.47
Totals for Department: 49 (HYDRANT RENTAL)		222,755.00	222,755.00	19,833.49	153,688.30		69,066.70	68.99
10.90.53.1010 RESIDENT STATE TROOPER	53	200,000.00	200,000.00	1,004.08	1,004.08		198,995.92	0.50
10.90.53.1020 WAGES - PATROL F/T	53	197,380.00	197,380.00	22,256.36	143,310.92		54,069.08	72.61
10.90.53.1040 WAGES - CLERK	53	35,546.00	37,746.00	4,620.62	26,864.97		10,881.03	71.17
10.90.53.1041 WAGES - PATROL P/T	53	170,000.00	170,000.00	24,989.63	113,334.99		56,665.01	66.67
10.90.53.1052 FT PATROL OVERTIME	53	35,000.00	35,000.00	236.10	23,771.34		11,228.66	67.92
10.90.53.1053 PT PATROL OVERTIME	53	15,000.00	35,088.00	5,368.65	21,834.73		13,253.27	62.23
10.90.53.1054 SHIFT DIFFERENTIAL	53	4,500.00	4,500.00	213.63	1,731.52		2,768.48	38.48
10.90.53.1060 COMPUTER SUPPORT	53	5,500.00	5,500.00	87.31	2,821.59		2,678.41	51.30
10.90.53.1130 TELEPHONE	53	4,500.00	4,500.00	460.04	3,622.48	279.00	598.52	86.70
10.90.53.1220 DEPARTMENTAL SUPPLIES	53	6,000.00	6,000.00	189.90	1,109.35	5,019.99	129.34-	102.16
10.90.53.1505 STATE MANDATED TRAINING	53	20,000.00	20,000.00	1,275.06	9,490.90		10,509.10	47.45
10.90.53.1585 VEHICLE REPAIRS	53	13,000.00	13,000.00	75.00	2,241.78		10,758.22	17.24

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10.90.53.1595 UNIFORMS	53	10,000.00	10,000.00	80.89	4,076.89		5,923.11	40.77
10.90.53.1620 BUILDING OPS & MAINT.	53	14,000.00	14,000.00	4,320.14	10,940.44	356.00	2,703.56	80.69
10.90.53.1703 GAS & OIL	53	14,000.00	14,000.00	1,024.29	8,273.35		5,726.65	59.10
Totals for Department: 53 (POLICE)		744,426.00	766,714.00	66,201.70	374,429.33	5,654.99	386,629.68	49.57
10.90.55.1010 WAGES - ANIMAL CONTROL	55	9,066.00	9,066.00	1,511.00	7,555.00		1,511.00	83.33
10.90.55.1020 MILEAGE	55	1,000.00	1,000.00				1,000.00	
10.90.55.1550 DEPARTMENTAL SUPPLIES	55	900.00	900.00	41.16	330.75		569.25	36.75
Totals for Department: 55 (DOG WARDEN)		10,966.00	10,966.00	1,552.16	7,885.75		3,080.25	71.91
10.90.57.1010 Wages - Emergency Management D	57		6,000.00	1,000.00	5,000.00		1,000.00	83.33
10.90.57.1130 EMD Telephone	57		540.00	41.16	205.70		334.30	38.09
10.90.57.1645 E911 DISPATCH	57	43,176.00	43,176.00		43,176.00			100.00
10.90.57.1650 STREET LIGHTING	57	38,500.00	38,500.00	3,216.30	26,168.21		12,331.79	67.97
10.90.57.1655 DRUG AND ALCOHOL TESTING	57	1,000.00	1,000.00	500.00	1,000.00			100.00
Totals for Department: 57 (PUBLIC SAFETY)		82,676.00	89,216.00	4,757.46	75,549.91		13,666.09	84.68
10.90.59.1010 WAGES - FOREMAN	59	75,046.00	75,046.00	8,659.20	55,716.54		19,329.46	74.24
10.90.59.1011 WAGES - ASST ROAD FOREMAN (59	71,386.00	71,386.00	8,236.80	52,964.34		18,421.66	74.19
10.90.59.1012 WAGES - MAINTAINER/MECHANI	59	68,432.00	68,432.00	7,896.03	50,797.69		17,634.31	74.23
10.90.59.1013 WAGES - HWY MAINT (3)	59	196,357.00	196,357.00	22,658.45	145,777.01		50,579.99	74.24

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10.90.59.1049 WAGES - OVERTIME	59	59,712.00	59,712.00	5,844.06	38,080.73		21,631.27	63.77
10.90.59.1550 DEPARTMENTAL EQUIPMENT	59	14,000.00	14,000.00	1,989.27	11,202.88		2,797.12	80.02
10.90.59.1555 EQUIPMENT RENTAL	59	2,000.00	2,000.00		344.96		1,655.04	17.25
10.90.59.1670 STREET SWEEPING	59	20,000.00	20,000.00				20,000.00	
10.90.59.1685 SNOW REMOVAL (MATERIAL)	59	80,000.00	80,000.00	12,662.10	30,320.31		49,679.69	37.90
10.90.59.1690 TOOLS	59	2,000.00	2,000.00		76.11		1,923.89	3.81
10.90.59.1700 GAS/FUEL	59	13,000.00	13,000.00	690.15	10,646.11		2,353.89	81.89
10.90.59.1703 VEHICLE MAINTENANCE	59	35,000.00	35,000.00	1,147.08	18,050.89	3,500.00	13,449.11	61.57
10.90.59.1710 HIGHWAY MATERIALS	59	40,000.00	40,000.00	6,774.00	25,601.40	735.91	13,662.69	65.84
10.90.59.1713 TREE WORK	59	20,000.00	20,000.00		3,100.00	3,800.00	13,100.00	34.50
10.90.59.1714 GUARD RAILS/LINE PAINTING	59	8,000.00	8,000.00		5,528.51		2,471.49	69.11
10.90.59.1715 CATCH BASIN CLEANING	59	16,500.00	16,500.00				16,500.00	
10.90.59.1720 MANDATED STORM DRAINS	59	8,000.00	8,000.00		2,520.00		5,480.00	31.50
10.90.59.1782 PAVEMENT MAINTENANCE	59	90,000.00	90,000.00		8,125.66	8,640.00	73,234.34	18.63
Totals for Department: 59 (HIGHWAY)		819,433.00	819,433.00	76,557.14	458,853.14	16,675.91	343,903.95	58.03
10.90.61.1122 PROPANE	61	2,300.00	2,300.00	505.45	1,696.71		603.29	73.77
10.90.61.1130 TELEPHONE/INTERNET/ALARM	61	5,440.00	7,640.00	555.94	4,871.97		2,768.03	63.77
10.90.61.1715 BUILDING MAINTENANCE	61	10,000.00	10,000.00	3,893.20	5,634.43	831.06	3,534.51	64.65

Date: 04/06/2021
 Time: 11:50:00AM

Statement of Expenditures, Encumbrances & Appropriations

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Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department: 61 (TOWN GARAGE)		17,740.00	19,940.00	4,954.59	12,203.11	831.06	6,905.83	65.37
10.90.63.1010								
WAGES - NURSE	63	30,742.00	30,742.00	3,754.12	23,810.58		6,931.42	77.45
10.90.63.1170								
DEPARTMENTAL SUPPLIES	63	750.00	750.00				750.00	
10.90.63.1390								
RESIDENT RELIEF	63	500.00	500.00				500.00	
10.90.63.1395								
T.E.A.M.	63	7,500.00	7,500.00		7,500.00			100.00
10.90.63.1400								
VETERAN'S FUNERALS	63	200.00	200.00				200.00	
10.90.63.1723								
MEALS ON WHEELS	63	1,254.00	1,352.50		1,352.50			100.00
10.90.63.1725								
REGIONAL MENTAL HEALTH	63	915.00	915.00				915.00	
10.90.63.1726								
PROBATE COURT	63	2,500.00	2,500.00				2,500.00	
10.90.63.1735								
HEALTH DISTRICT	63	43,594.00	43,594.00		31,945.50		11,648.50	73.28
10.90.63.1737								
BH CARE	63	500.00	500.00		500.00			100.00
Totals for Department: 63 (COMMUNITY WELFARE)		88,455.00	88,553.50	3,754.12	65,108.58		23,444.92	73.52
10.90.65.1740								
REFUSE COLLECTION	65	255,000.00	255,000.00	20,060.58	171,674.34		83,325.66	67.32
10.90.65.1745								
RECYCLING	65	84,000.00	84,000.00	6,224.46	54,668.40		29,331.60	65.08
10.90.65.1750								
BULKY WASTE TRANSFER	65	40,000.00	40,000.00	227.00	15,517.63		24,482.37	38.79
10.90.65.1755								
REFUSE--HOUSEHOLD HAZARDOUS	65	5,273.00	5,273.00		4,504.07		768.93	85.42
Totals for Department: 65 (REFUSE)		384,273.00	384,273.00	26,512.04	246,364.44		137,908.56	64.11
10.90.67.1010								
WAGES - SUPERVISOR	67	73,382.00	73,382.00	8,467.20	54,472.32		18,909.68	74.23

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
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 Selecting on FUND from 10 to 10

ACCOUNT ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.67.1011								
WAGES - ASST. SUPERVISOR	67	69,430.00	69,430.00	8,011.20	51,538.74		17,891.26	74.23
10.90.67.1042								
WAGES - HELPER F/T	67	62,421.00	62,421.00	7,202.42	46,342.97		16,078.03	74.24
10.90.67.1049								
WAGES - OVERTIME	67	43,809.00	43,809.00	4,431.21	32,470.33		11,338.67	74.12
10.90.67.1121								
ELECTRICITY	67	18,000.00	18,000.00	3,600.65	14,128.70		3,871.30	78.49
10.90.67.1122								
WATER & HEATING FUEL	67	5,300.00	5,300.00	852.59	3,108.50		2,191.50	58.65
10.90.67.1130								
TELEPHONE & ALARM	67	9,500.00	9,500.00	701.16	6,592.42	197.30	2,710.28	71.47
10.90.67.1140								
SUPPLIES AND MAINTENANCE	67	8,800.00	8,800.00	258.17	5,841.45		2,958.55	66.38
10.90.67.1470								
VEHICLE FUEL & MAINTENACE	67	6,000.00	6,000.00	733.33	1,401.67		4,598.33	23.36
10.90.67.1760								
PLANT OPERATIONS	67	58,700.00	58,700.00	13,148.90	40,372.18	8,731.69	9,596.13	83.65
10.90.67.1765								
EQUIPMENT REPLACEMENT	67	37,200.00	37,200.00	4,554.94	19,208.22	7,480.72	10,511.06	71.74
10.90.67.1770								
SLUDGE PROCESSING	67	137,900.00	137,900.00	12,696.19	83,364.68	54,535.32	0.00	100.00
10.90.67.1775								
D.E.P. DISCHARGER PERMIT	67	1,800.00	1,800.00		1,722.50		77.50	95.69
10.90.67.1776								
NITROGEN CREDITS	67	80,000.00	80,000.00				80,000.00	
10.90.67.1780								
SEWER MAINTENANCE	67	16,000.00	16,000.00		10,894.49	1,800.00	3,305.51	79.34
10.90.67.1785								
MANDATED TOXICITY TESTING	67	19,400.00	19,400.00	3,054.26	14,535.65	2,694.95	2,169.40	88.82
Totals for Department: 67 (WASTE WATER TREATMENT)		647,642.00	647,642.00	67,712.22	385,994.82	75,439.98	186,207.20	71.25
10.90.69.1010								
WAGES - FULL TIME (3)	69	125,299.00	125,299.00	14,457.60	92,934.33		32,364.67	74.17
10.90.69.1019								
WAGES - PART TIME	69	13,052.00	13,052.00	175.70	672.31		12,379.69	5.15
10.90.69.1060								
COMPUTER SUPPORT	69	4,240.00	4,240.00	23.48	4,018.64		221.36	94.78

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Town of Beacon Falls
 For Period Ending 03/31/2021
 Selecting on FUND from 10 to 10

ACCOUNT ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.69.1130 TELEPHONE-INTERNET	69	660.00	660.00				660.00	
10.90.69.1170 DEPARTMENTAL SUPPLIES	69	24,650.00	24,650.00	4,397.36	19,243.68	4,023.89	1,382.43	94.39
10.90.69.1800 PROFESSIONAL DEVELOPMENT	69	1,000.00	1,000.00		250.00		750.00	25.00
10.90.69.1805 PROGRAMS	69	5,500.00	5,500.00	949.08	4,103.71		1,396.29	74.61
10.90.69.1807 LIBRARY COPIER LEASES	69	820.00	820.00	71.36	612.74	159.00	48.26	94.11
Totals for Department: 69 (LIBRARY)		175,221.00	175,221.00	20,074.58	121,835.41	4,182.89	49,202.70	71.92
10.90.71.1010 P/T Activities Director	71	26,000.00	26,000.00				26,000.00	
10.90.71.1019 WAGES - SEASONAL	71	15,300.00	15,300.00				15,300.00	
10.90.71.1121 ELECTRICITY, WATER & FUEL	71	17,500.00	17,500.00	1,340.28	12,044.44		5,455.56	68.83
10.90.71.1550 TOOLS & EQUIPMENT	71	4,000.00	4,000.00	89.74	1,401.98		2,598.02	35.05
10.90.71.1705 VEHICLE MAINTENANCE	71	2,000.00	2,000.00		973.58		1,026.42	48.68
10.90.71.1815 SPRAY FERTILIZER/CLAY	71	6,000.00	6,000.00		999.59		5,000.41	16.66
10.90.71.1816 FIELD RECONSTRUCTION	71	10,000.00	10,000.00				10,000.00	
10.90.71.1820 SANITATION FACILITIES	71	5,750.00	5,750.00	750.00	4,125.00	1,625.00		100.00
10.90.71.1840 STOCK FISH	71	3,000.00	3,000.00				3,000.00	
10.90.71.1845 SETTLING POND MAINTENANCE	71	5,000.00	5,000.00				5,000.00	
10.90.71.1850 BUILDING MAINTENANCE	71	10,000.00	10,000.00	230.08	1,461.48	1,275.00	7,263.52	27.36
10.90.71.1855 GROUNDS MAINTENANCE	71	10,000.00	10,000.00	741.89	3,755.53	1,500.00	4,744.47	52.56
10.90.71.1856 COURT MAINTENANCE	71	2,000.00	2,000.00				2,000.00	

Statement of Expenditures, Encumbrances & Appropriations

Town of Beacon Falls
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Selecting on FUND from 10 to 10

ACCOUNT ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
10.90.71.1861 RECREATIONAL PROGRAM & AC	71	3,000.00	3,000.00		2,235.22		764.78	74.51
10.90.71.1870 INDEPENDENCE DAY CELEBRATI	71	15,000.00	15,000.00		4,000.00		11,000.00	26.67
10.90.71.1895 MATTHIES PARK	71	13,000.00	13,000.00		2,973.20		10,026.80	22.87
10.90.71.1905 SUMMER CONCERT SERIES	71	6,500.00	6,500.00				6,500.00	
Totals for Department: 71 (PARK & RECREATION)		154,050.00	154,050.00	3,151.99	33,970.02	4,400.00	115,679.98	24.91
10.90.77.1041 WAGES - DRIVERS	77	30,449.00	30,449.00	450.90	3,445.55		27,003.45	11.32
10.90.77.1055 TELEPHONE	77	550.00	550.00	41.16	423.88		126.12	77.07
10.90.77.1470 GAS/MAINTENANCE	77	1,970.00	1,970.00	50.70	1,024.60		945.40	52.01
Totals for Department: 77 (MINI BUS OPERATIONS)		32,969.00	32,969.00	542.76	4,894.03		28,074.97	14.84
10.90.79.1120 HEATING OIL	79	3,100.00	3,100.00		1,014.60		2,085.40	32.73
10.90.79.1121 ELECTRICTY & WATER	79	4,500.00	4,500.00	18.81	1,332.70		3,167.30	29.62
10.90.79.1130 TELEPHONE	79	3,600.00	3,600.00	260.77	2,571.20		1,028.80	71.42
10.90.79.1220 SENIOR CENTER SUPPLIES	79	1,500.00	1,500.00				1,500.00	
10.90.79.1681 SENIOR ACTIVITIES	79	3,400.00	3,301.50				3,301.50	
10.90.79.1943 BUILDING MAINTENANCE	79	5,000.00	5,000.00	50.00	1,515.23	300.00	3,184.77	36.30
Totals for Department: 79 (SENIOR CITIZENS CENTER)		21,100.00	21,001.50	329.58	6,433.73	300.00	14,267.77	32.06
10.90.83.1170 CONTINGENCY FUND EXPENSES	83	100,000.00	64,452.10				64,452.10	

Date: 04/06/2021
 Time: 11:50:00AM

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ACCOUNT ACCOUNT DESCRIPTION	DEPT	ORIGINAL BUDGET	AMENDED BUDGET	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Totals for Department: 83 (CONTINGENCY)		100,000.00	64,452.10				64,452.10	
10.90.85.1984 PRINCIPAL - 2014 (\$5.865M) BOND	85	380,000.00	380,000.00	370,000.00	370,000.00		10,000.00	97.37
10.90.85.1985 INTEREST - 2014 (\$5.865M) BOND	85	123,332.00	123,332.00	38,362.50	100,028.13		23,303.87	81.10
Totals for Department: 85 (DEBT SERVICE - INTEREST)		503,332.00	503,332.00	408,362.50	470,028.13		33,303.87	93.38
10.90.87.2009 PRINCIPAL - 2016 (\$4.35M) BOND	87	310,000.00	310,000.00		310,000.00			100.00
10.90.87.2013 INTEREST - 2016 (\$4.35M) BOND	87	75,600.00	75,600.00		75,600.00			100.00
10.90.87.2020 2020 BAND/BOND - INTEREST	87	94,500.00	94,500.00				94,500.00	
Totals for Department: 87 (DEBT SERVICE - PRINCIPLE)		480,100.00	480,100.00		385,600.00		94,500.00	80.32
10.90.88.2001 REGIONAL SCHOOL DISTRICT #1	88	14,773,550.00	14,773,550.00	2,312,362.00	11,960,596.00		2,812,954.00	80.96
Totals for Department: 88 (Department - 88)		14,773,550.00	14,773,550.00	2,312,362.00	11,960,596.00		2,812,954.00	80.96
10.90.90.2500 TRANSFER TO NON-RECURRING I	90	392,141.00	408,036.00		392,141.00		15,895.00	96.10
Totals for Department: 90 (TRANSFERS/SPECIAL PROJ.)		392,141.00	408,036.00		392,141.00		15,895.00	96.10
Report totals		22,637,553.00	22,663,641.00	3,274,883.48	17,339,586.28	193,687.37	5,130,367.35	77.36

20-10R - On-Call Town-Wide Tree Services

Project Overview

Project Details	
Reference ID	20-10R
Project Name	On-Call Town-Wide Tree Services
Project Owner	Natasha Nau
Project Type	ITB
Department	Purchasing
Project Description	<p>Beacon Falls is seeking statements of qualifications and bid proposals from qualified respondents to perform on-call town-wide tree services. This is a re-bid. The objective is at the conclusion of the selection process to select one Contractor (and any sub-contractors as required) to perform the service. The bidding contractor may provide "no bid" for any services its company or its sub-contractors cannot perform in the manner requested. However, all bidders are encouraged to submit responses for as many items as possible. Please note that a new category was added since the first bid named "Assistance Crew", which will provide more flexibility in providing prices, especially for smaller operations. The selected contractor must be a licensed arborist with line clearance tree trimming training. The scope of work includes ALL TYPES OF TREE WORK. Both regular maintenance tree work AND emergency tree work. The scope specifically involves tree pruning/trimming, tree removal, and stump removal. Debris removal may be required from time to time. The term of the contract shall be for two (2) years with two (2) one-year renewal options. Respondents must have demonstrated experience in providing such services and adhere to typical standards and requirements. Please read the specifications for more details.</p>
Open Date	Feb 10, 2021 3:30 PM EST
Close Date	Mar 10, 2021 4:00 PM EST

Highest Scoring Supplier	Score
Ed The Treeman	96.4 pts

Seal status

Requested Information	Unsealed on	Unsealed by
Optional Qualifications Package	Mar 11, 2021 3:20 PM EST	Natasha Nau
Resumes	Mar 11, 2021 3:20 PM EST	Natasha Nau
On-Call Town-Wide Tree Services Questionnaires (Q-59GS)	Mar 11, 2021 3:20 PM EST	Natasha Nau
On-Call Town-Wide Tree Services Fee Proposal (Bid) (BT-08HW)	Mar 11, 2021 3:20 PM EST	Natasha Nau
Letter of Interest	Mar 11, 2021 3:20 PM EST	Natasha Nau
References	Mar 11, 2021 3:21 PM EST	Natasha Nau

Questions and Answers

Ed The Treeman

Resume

Edward Brasche, Mar 01, 2021 2:42 PM EST

Are you looking for employee resume or companies resume?

Natasha Nau, Mar 01, 2021 3:32 PM EST

Very good question, Edward. Whatever format(s) you have are acceptable. Typically, tree-related trainings are done at an individual level so that is why would prefer employee resumes. But in the instance of small companies who might only have a total of 3 to 4 employees, we have seen a "company resume" where they combine all employees onto one resume. Multiple uploads are allowed for this requirement so you can add as many files as needed to satisfy. Thank you!

Public Notices

Optional Pre-Bid Zoom Meeting Scheduled for Today at 2pm is CANCELLED Due to Weather

Natasha Nau, Feb 22, 2021 12:23 PM EST

Dear Potential Bidders: we thank you again for your interest in this opportunity. The optional pre-bid zoom meeting scheduled for today (2/22/21) at 2pm is CANCELLED due to the snow that is expected to begin in an hour. We were trying to watch the weather to see if it would hold out but unfortunately it is not. Our Public Works Director (Tree Warden) is therefore committed to preparing for/executing the snow removal services. We are sure some of you are in the same boat! WE ARE THEREFORE RESCHEDULING THE OPTIONAL PRE-BID ZOOM MEETING TO 2PM ON WEDNESDAY (2/24/21). We thank you for your understanding.

Project Events Have Changed - Optional Pre-Bid Rescheduled to 2/24/21 at 2pm

Natasha Nau, Feb 22, 2021 12:37 PM EST

ITB 20-10R Optional Pre-Bid Meeting updated. Optional Pre-Bid Rescheduled to 2/24/21 at 2pm. Zoom access information (meeting ID, passcode, and link) remain the same.

Project Details Have Changed - Questions due date is rescheduled to 2/26 4pm

Natasha Nau, Feb 22, 2021 12:40 PM EST

Project Questions Due Date Changed. This due date/time was moved from 2/24 at 4pm to 2/26 at 4pm to accommodate the shift in the optional pre-bid meeting.

Pre-Bid Addendum + Questions Deadline

Natasha Nau, Feb 25, 2021 1:40 PM EST

Dear Potential Bidders: thanks to all who attended the optional pre-bid zoom meeting yesterday. The addendum will be posted as soon as possible reflecting the discussion during meeting. Due to some delays in getting this posted, the Town is therefore electing to extend the Q&A deadline for all bidders to Tuesday, March 2nd at 4pm. This is will be formally done in Bonfire shortly.

Project Details Have Changed

Natasha Nau, Feb 25, 2021 1:49 PM EST

Q&A Deadline has been extended on this opportunity to March 2, 2021 at 4pm.

Addendum 1 Uploaded

Natasha Nau, Feb 25, 2021 10:39 PM EST

Addendum 1 has been uploaded. This includes the questions and answers from the optional pre-bid meeting. Please feel free to ask questions surrounding this Addendum in the Opportunity Q&A area of Bonfire. Or ask any other questions about the specifications that you may have. Questions deadline is 4pm 3/2/21. We will try to respond to questions within 24 hours. The deadline to submit is 3/10/21.

Q&A Period Closed; Addendum #2 Posted

Natasha Nau, Mar 03, 2021 11:33 AM EST

Dear Potential Bidders: the Q&A period on this opportunity closed at 4pm yesterday, 3/2/21. One question was received. It has been posted as Addendum 2 for your review.

Deadline Reminder: TOMORROW (3/10) 4PM

Natasha Nau, Mar 09, 2021 2:16 PM EST

Dear Potential Bidders: thank you to those who have already submitted your bid. We have received a few thus far and appreciate your time and effort! For anyone who has yet to submit, we look forward to receiving it prior to 4pm TOMORROW (3/10). Thank you!

20-10R Bid Results

Natasha Nau, Mar 29, 2021 3:21 PM EDT



Hi All- thanks again to the three bidders. The Town is still in the process of grading the submissions but in the meantime, we wanted to post the bid results. We will be in touch with all three bidders hopefully by next week with an award notice.



Submissions

Supplier	Date Submitted	Name	Confirmation Code
Brothers' Tree Service LLC	Feb 11, 2021 5:00 PM EST	Joseph Bernardi	MTlyMTAw
Ed The Treeman	Mar 10, 2021 9:45 AM EST	Jeff Stone	MTI3NzY0
Rayzor's Edge Tree Service	Mar 09, 2021 2:05 PM EST	Matthew Hurley	MTI3NTk3



Project Criteria

Criteria	Points	Description
Fee Proposal (Bid Table)	30 pts	Cost: based on Fee Proposal (Bid Table) Items: reasonableness, amount, etc. (30%)
References	7 pts	Finance Manager Only: results of reference calls
A - On-Call Town-Wide Tree Services Questionnaires (Q-59GS)	63 pts	
A-1 - Qualifications	20 pts	
A-2 - Specifications & Scope of Work	21 pts	
A-3 - Terms & Conditions	6 pts	
A-4 - Affidavits: Non-Collusive/Non-Conflict + AA/EEO	16 pts	
Total	100 pts	



Scoring Summary

Active Submissions

	Total	Fee Proposal (Bid Table)	References	A - On-Call Town-Wide Tree Services Questionnaires (Q-59GS)	A-1 - Qualifications
Supplier	/ 100 pts	/ 30 pts	/ 7 pts	/ 63 pts	/ 20 pts
Ed The Treeman	96.4 pts	30 pts (\$24,232.10)	6.4 pts	60 pts	18.6 pts
Rayzor's Edge Tree Service	87.22 pts	23.92 pts (\$30,392.00)	5.8 pts	57.5 pts	17.1 pts
Brothers' Tree Service LLC	75.92 pts	16.52 pts (\$44,000.00)	5.2 pts	54.2 pts	18.4 pts

	A-2 - Specifications & Scope of Work	A-3 - Terms & Conditions	A-4 - Affidavits: Non-Collusive/Non-Conflict + AA/EEO
Supplier	/ 21 pts	/ 6 pts	/ 16 pts
Ed The Treeman	19.8 pts	6 pts	15.6 pts
Rayzor's Edge Tree Service	19.6 pts	6 pts	14.8 pts
Brothers' Tree Service LLC	14.8 pts	6 pts	15 pts

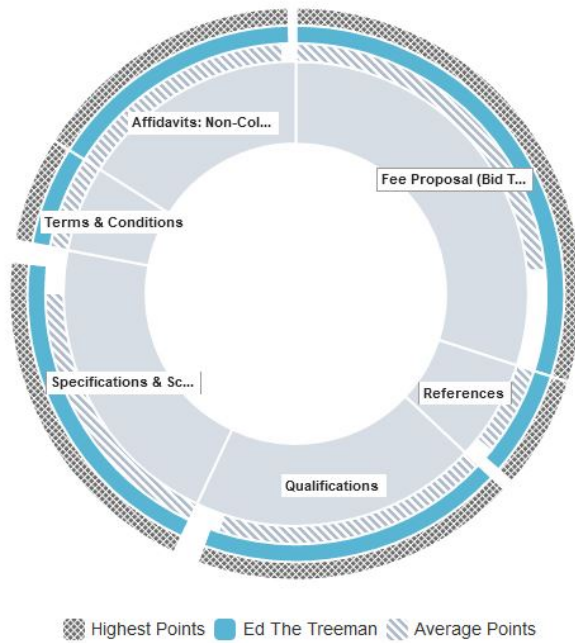
1 **Ed The Treeman**

Score: 96.4 pts Document:

Criteria Points in: Ed The Treeman

Compared to Highest and Average Points for each Criteria Segment

[What does this chart mean??](#)



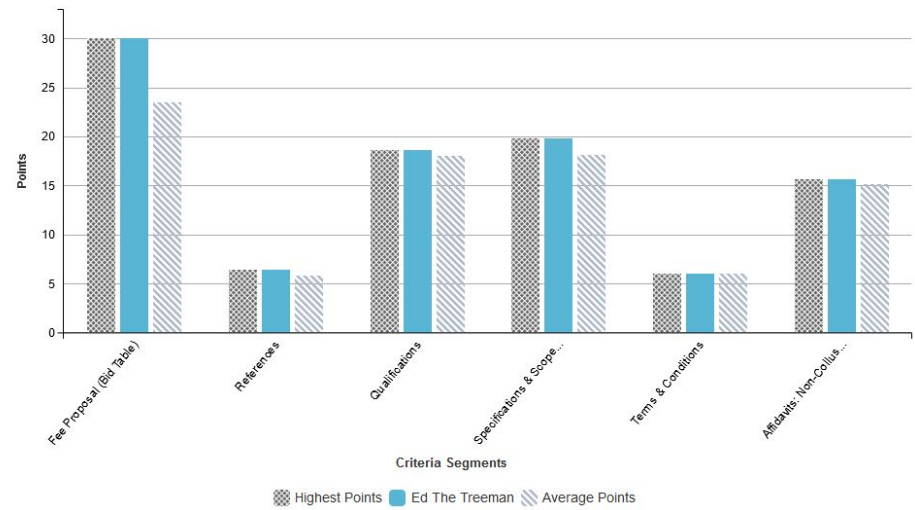
1 **Ed The Treeman**

Score: 96.4 pts Document:

Criteria Points in: Ed The Treeman

Compared to Highest and Average Points for each Criteria Segment

[What does this chart mean??](#)



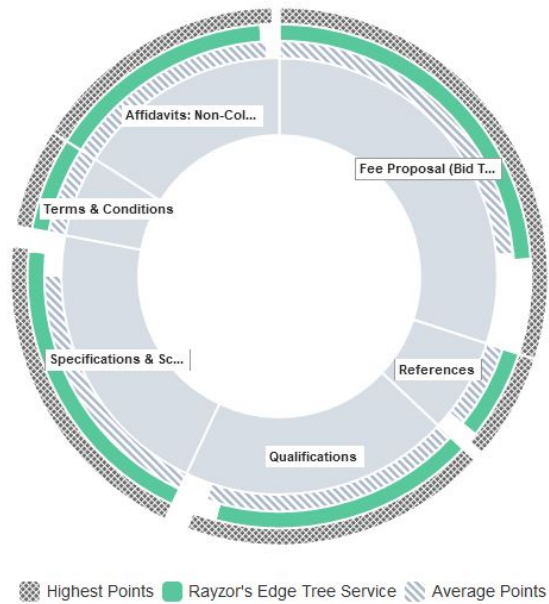
2 **Rayzor's Edge Tree Service**

Score: 87.22 pts Document:

Criteria Points in: Rayzor's Edge Tree Service

Compared to Highest and Average Points for each Criteria Segment

[What does this chart mean??](#)



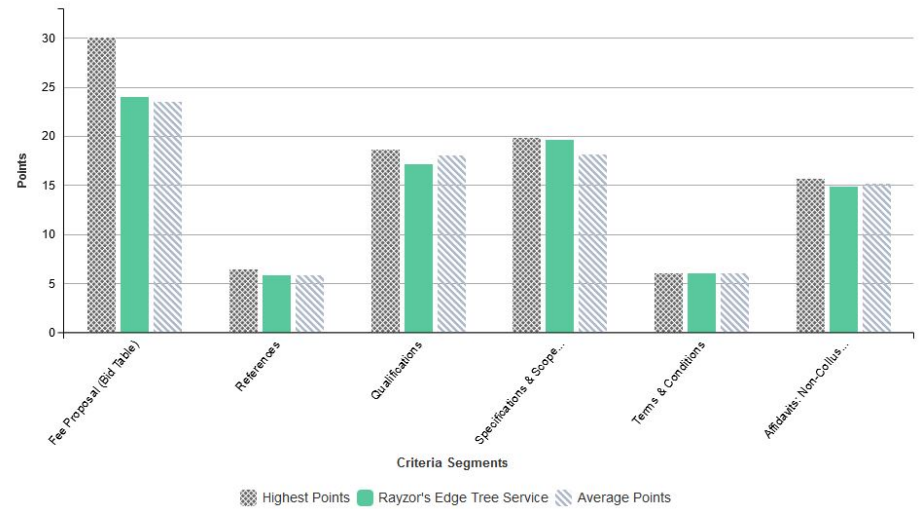
2 **Rayzor's Edge Tree Service**

Score: 87.22 pts Document:

Criteria Points in: Rayzor's Edge Tree Service

Compared to Highest and Average Points for each Criteria Segment

[What does this chart mean??](#)

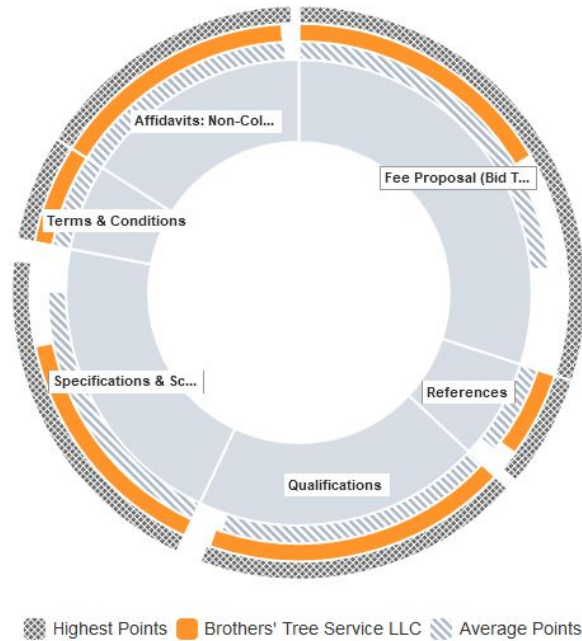


3 **Brothers' Tree Service LLC**

Score: 75.92 pts Document:

Criteria Points in: Brothers' Tree Service LLC

Compared to Highest and Average Points for each Criteria Segment
[What does this chart mean? ?](#)

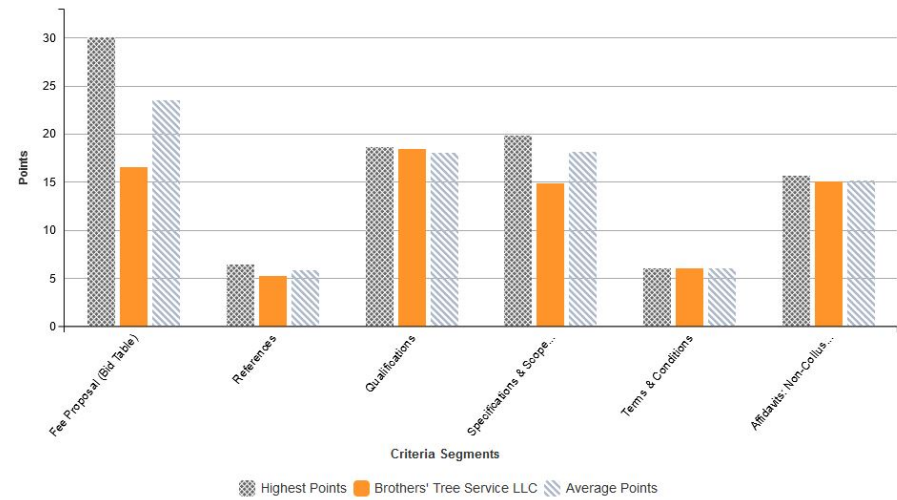


3 **Brothers' Tree Service LLC**

Score: 75.92 pts Document:

Criteria Points in: Brothers' Tree Service LLC

Compared to Highest and Average Points for each Criteria Segment
[What does this chart mean? ?](#)



TOWN OF BEACON FALLS ITB 20-10R:

On-Call Town-Wide Tree Services Bid Results

			Brothers' Tree Service LLC		Ed The Treeman		Rayzor's Edge Tree Service	
		Total Cost	\$ 48,250.0		\$ 27,290.5		\$ 33,340.0	
#	Items	Lowest	UnitPrice	TotalCost	UnitPrice	TotalCost	UnitPrice	TotalCost
1 Assistance Crew (One to two operators assisting Public Works on smaller jobs) (10)								
#1-1	One (1) operator with one (1) bucket truck (for all types of work: pruning/trimming/removal) - Per Hour	\$ 200	No Bid	No Bid	No Bid	No Bid	\$ 200	\$ 200
#1-2	One (1) operator with one (1) bucket truck (for all types of work: pruning/trimming/removal) - Per Day	\$ 1,600.0	No Bid	No Bid	No Bid	No Bid	\$ 1,600.0	\$ 1,600.0
#1-3	One (1) operator with one (1) logger/loader (removal) - Per Hour	\$ 165	\$ 250	\$ 250	\$ 165	\$ 165	\$ 250	\$ 250
#1-4	One (1) operator with one (1) logger/loader (removal) - Per Day	\$ 1,320.0	\$ 2,000.0	\$ 2,000.0	\$ 1,320.0	\$ 1,320.0	\$ 1,800.0	\$ 1,800.0
#1-5	One (1) operator with one (1) skid-steer (for all types of work: pruning/trimming/removal) - Per Hour	\$ 130	\$ 225	\$ 225	\$ 130	\$ 130	\$ 150	\$ 150
#1-6	One (1) operator with one (1) skid-steer (for all types of work: pruning/trimming/removal) - Per Day	\$ 1,000.0	\$ 1,800.0	\$ 1,800.0	\$ 1,040.0	\$ 1,040.0	\$ 1,000.0	\$ 1,000.0
#1-7	One (1) operator with one (1) excavator (removal) - Per Hour	\$ 165	No Bid	No Bid	\$ 165	\$ 165	\$ 250	\$ 250
#1-8	One (1) operator with one (1) excavator (removal) - Per Day	\$ 1,320.0	No Bid	No Bid	\$ 1,320.0	\$ 1,320.0	\$ 1,800.0	\$ 1,800.0
#1-9	Two (2) operators with one (1) bucket truck, one (1) chipper, and one (1) chip truck (for all types of work: pruning/trimming/removal) - Per Hour	\$ 205	\$ 625	\$ 625	\$ 205	\$ 205	\$ 315	\$ 315
#1-10	Two (2) operators with one (1) bucket truck, one (1) chipper, and one (1) chip truck (for all types of work: pruning/trimming/removal) - Per Day	\$ 1,640.0	\$ 5,000.0	\$ 5,000.0	\$ 1,640.0	\$ 1,640.0	\$ 2,500.0	\$ 2,500.0
2 Stand-Alone Crews (for larger jobs) (16)								
#2-1	Tree pruning crew (minimum 3 employees) - Per Hour	\$ 275	\$ 675	\$ 675	\$ 275	\$ 275	\$ 350	\$ 350
#2-2	Tree pruning crew (minimum 3 employees) - Per Day	\$ 2,200.0	\$ 5,400.0	\$ 5,400.0	\$ 2,200.0	\$ 2,200.0	\$ 2,800.0	\$ 2,800.0
#2-3	Tree pruning crew with an additional climbing arborist (4 employees) - Per Hour	\$ 400	\$ 775	\$ 775	\$ 400	\$ 400	\$ 450	\$ 450
#2-4	Tree pruning crew with an additional climbing arborist (4 employees) - Per Day	\$ 3,200.0	\$ 6,200.0	\$ 6,200.0	\$ 3,200.0	\$ 3,200.0	\$ 3,600.0	\$ 3,600.0
#2-5	Tree pruning crew with a qualified line clearance tree trimmer (3 employees) - Per Hour	\$ 325	\$ 675	\$ 675	\$ 325	\$ 325	\$ 350	\$ 350
#2-6	Tree pruning crew with a qualified line clearance tree trimmer (3 employees) - Per Day	\$ 2,600.0	\$ 5,400.0	\$ 5,400.0	\$ 2,600.0	\$ 2,600.0	\$ 2,800.0	\$ 2,800.0
#2-7	Tree removal crew (minimum 3 employees) - Per Hour	\$ 275	\$ 675	\$ 675	\$ 275	\$ 275	\$ 350	\$ 350
#2-8	Tree removal crew (minimum 3 employees) - Per Day	\$ 2,200.0	\$ 5,400.0	\$ 5,400.0	\$ 2,200.0	\$ 2,200.0	\$ 2,800.0	\$ 2,800.0
#2-9	Tree removal crew with an additional climbing arborist (4 employees) - Per Hour	\$ 400	\$ 775	\$ 775	\$ 400	\$ 400	\$ 450	\$ 450
#2-10	Tree removal crew with an additional climbing arborist (4 employees) - Per Day	\$ 3,200.0	\$ 6,200.0	\$ 6,200.0	\$ 3,200.0	\$ 3,200.0	\$ 3,600.0	\$ 3,600.0
#2-11	Tree removal crew with a qualified line clearance tree trimmer (3 employees) - Per Hour	\$ 275	\$ 675	\$ 675	\$ 275	\$ 275	\$ 350	\$ 350
#2-12	Tree removal crew with a qualified line clearance tree trimmer (3 employees) - Per Day	\$ 2,200.0	\$ 5,400.0	\$ 5,400.0	\$ 2,200.0	\$ 2,200.0	\$ 2,800.0	\$ 2,800.0
#2-13	Stump removal crew (minimum 2 employees): 0 - 12 inches (Per Stump)	\$ 75	No Bid	No Bid	\$ 75	\$ 75	\$ 275	\$ 275
#2-14	Stump removal crew (minimum 2 employees): 13 - 24 inches (Per Stump)	\$ 135	No Bid	No Bid	\$ 135	\$ 135	\$ 350	\$ 350
#2-15	Stump removal crew (minimum 2 employees): 25 - 36 inches (Per Stump)	\$ 200	No Bid	No Bid	\$ 200	\$ 200	\$ 500	\$ 500
#2-16	Stump removal crew (minimum 2 employees): 37+ inches (Per Stump)	\$ 350	No Bid	No Bid	\$ 350	\$ 350	\$ 750	\$ 750
3 Other Services (4)								
#3-1	Debris disposal crew - Per Full Load	\$ 100	\$ 100	\$ 100	\$ 2,200.0	\$ 2,200.0	\$ 700	\$ 700
#3-2	Emergency clearing service crew	\$ 325	No Bid	No Bid	\$ 325	\$ 325	\$ 1,000.0	\$ 1,000.0
#3-3	Emergency clearing service crew (outside of normal business hours)	\$ 412.5	No Bid	No Bid	\$ 412.5	\$ 412.5	\$ 1,000.0	\$ 1,000.0
#3-4	Traffic Control/Flagging (if town crew is unable) - Per Hour	\$ 58	No Bid	No Bid	\$ 58	\$ 58	No Bid	No Bid



TOWN OF BEACON FALLS
FY21

4/12/21 BOS & 4/13/21 BOF MEETINGS

4/8/2021

TRANSFERS

#	<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Description</u>
1	10.90.44.1471 Mandated Equipment	10.90.44.1465 Comm. Equipment Maint. & Repair	\$ 1,500.00	Will cover the repair of 10 fire pagers
2	10.90.44.1486 EMS Training	10.90.44.1552 Department Supplies - FD	\$ 8,000.00	Due to COVID, State put a hold on recertifications. Move to FD Supplies to enable us to stock up on supplies and hand tools for apparatus and station maintenance
3	10.90.44.1435 Building Maintenance	10.90.44.1490 Physicals	\$ 2,000.00	To fix ceiling on apparatus floor.
Total			\$ 11,500.00	

LINES TO MONITOR

#	<u>Line</u>	<u>Description</u>	<u>Budgeted</u> <u>Amount</u>	<u>Unencumbered Balance</u> <u>as of 3/31/21</u>	<u>Percent Used</u> <u>as of 3/31/21</u> <u>(75%)</u>	<u>Description</u>
1	10.90.03.1049	Custodian-Overtime	\$ 1,500.00	\$ 195.00	87.00%	Snow removal in February, painting, etc.
2	10.90.03.1090	Office Supplies	\$ 9,000.00	\$ 378.84	95.79%	CBS printers
3	10.90.03.1070	Board & Commission Clerks	\$ 11,000.00	\$ 1,720.00	84.36%	Trending high
4	10.90.03.1078	Legal Notices	\$ 5,000.00	\$ 749.11	85.02%	Trending high
5	10.90.05.1020	Wages - Asst. Town Clerk PT	\$ 25,866.00	\$ 2,671.68	89.67%	Hours required during election season
6	10.90.25.1220	P&Z Expenses	\$ 1,500.00	\$ 208.35	86.11%	New computer needed for ZEO
7	10.90.44.1552	Fire Department Supplies	\$ 16,000.00	\$ 2,068.96	87.07%	Trending high
8	10.90.45.1011	Wages - Deputy Fire Marshal	\$ 13,225.00	\$ 1,676.14	87.33%	Trending high
9	10.90.53.1220	Police - Department Supplies	\$ 6,000.00	\$ (129.34)	102.16%	Ammunition order encumbered which has depleted this budget. Awaiting transfer
10	10.90.53.1620	Police - Building Ops & Maintenance	\$ 14,000.00	\$ 2,703.56	80.69%	Garage Door Repairs
11	10.90.59.1700	Highway - Gas/Fuel	\$ 13,000.00	\$ 2,353.89	81.89%	Heavy vehicle use for February plowing
12	10.90.67.1122	WWTP - Electricity	\$ 18,000.00	\$ 3,871.30	78.49%	March bill is high and will put this line in the red.
13	10.90.69.1060	Library - Computer Support	\$ 4,240.00	\$ 221.36	94.78%	Upgrades
14	10.70.77.1055	Mini Bus Telephone	\$ 550.00	\$ 126.12	77.07%	New phone/case/equipment needed for new driver
15	10.90.65.1755	Refuse - HH Hazardous Waste	\$ 5,273.00	\$ 768.93	85.42%	Heavy volume at summer and fall events. The April event will be in Naugatuck, so expect heavy volume again which will put this line in the red.

TAX COLLECTOR REPORTING
Grand Rate Book

2019 Taxes to be			
01-Jul-20	Collected @ 100% Property Tax	<i>July Grand Rate</i>	\$ 17,377,421.00
01-Jul-20	Receivable	<i>From FY2020 Audit</i>	\$ 636,597.00
		<i>Adjustment to = QDS</i>	\$ 1,182.68
	<i>July Taxes Owed</i>		\$ 18,015,200.68
Supplemental MV			
01-Jan-21	Taxes		\$ 224,985.45
	<i>Total Taxes Billed w/Supplemental</i>		\$ 18,240,186.13

QDS Grand Rate Book/Tax Collector Reporting	Taxes Collected (all years)		Bounced Checks (add)		Refunds (add)		Adjustments (add)		Transfers/ Suspense (subtract)		Uncollected
July	\$ 8,573,199.72	\$	\$ 423.62	\$	\$ 488.26	\$				\$ 9,442,912.84	
August	\$ 1,003,938.34	\$	\$ 19,467.90	\$	\$ 459.11	\$	\$ 7,170.49			\$ 8,466,072.00	
September	\$ 213,098.04	\$	\$ 829.56	\$	\$ 6,765.41	\$	\$ (3,798.41)	\$	\$ 352.48	\$ 8,256,418.04	
October	\$ 95,583.22	\$	\$ 1,521.00	\$	\$ 641.76	\$	\$ (3,080.72)			\$ 8,159,916.86	
November	\$ 92,086.00	\$	\$	\$	\$ 4,301.40	\$	\$ (2,093.71)	\$	\$ (9.80)	\$ 8,070,048.35	
December	\$ 1,552,768.70	\$	\$	\$	\$ 1,859.09	\$	\$ (2,982.70)	\$	\$ 62.37	\$ 6,516,093.67	
January	\$ 5,008,797.15	\$	\$	\$	\$	\$	\$ (2,909.23)			\$ 1,729,372.74	
February	\$ 787,363.88	\$	\$ 4,123.11	\$	\$ 4,941.35	\$	\$ -	\$	\$ 301.49	\$ 950,771.83	
March	\$ 179,706.93	\$	\$	\$	\$ 6,921.48	\$	\$ (3,491.74)	\$	\$ 421.37	\$ 774,073.27	
April										\$ 774,073.27	
May										\$ 774,073.27	
June										\$ 774,073.27	
	\$ 17,506,541.98	\$	\$ 26,365.19	\$	\$ 26,377.86	\$	\$ (11,186.02)	\$	\$ 1,127.91		

*Supp MV invoiced and added to Total
Uncollected for January.*

SUSPENSE COLLECTIONS

July	\$ 7,145.10
August	\$ 1,183.03
September	\$ 1,589.55
October	\$ 643.67
November	\$ 3,823.76
December	\$ 388.16
January	\$ 5,304.35
February	\$ 1,363.23
March	\$ 3,380.77
April	
May	
June	
	\$ 24,821.62

Active & SUSPENSE
Collections \$ 17,531,363.60

2020-2021 TAX COLLECTIONS

Microfund / QDS Cash Report

MICROFUND INFORMATION	Current Taxes (Debits): Tax					Liens (Credits -				
	Current Taxes (Credits)	Refunds, Bounced Checks, Adjustments	10.80.06.4300 Net Current Taxes	10.80.03.4126 Supplemental Taxes	10.80.06.4301 Prior Taxes	10.80.03.4122 Interest	Liens/Fees	Paid to Tax Serv)	10.80.03.4123 Net Liens	
July	\$ 8,448,993.66	\$ (16,378.32)	\$ 8,432,615.34		\$ 41,123.77	\$ 14,775.09	\$ 785.82		\$ 785.82	
August	\$ 1,005,901.40	\$ (7,893.23)	\$ 998,008.17		\$ 50,923.71	\$ 14,464.10	\$ 968.92	\$ (1,221.27)	\$ (252.35)	
September	\$ 183,972.71	\$ (7,104.86)	\$ 176,867.85		\$ 50,256.73	\$ 22,866.62	\$ 813.11	\$ (679.28)	\$ 133.83	
October	\$ 76,995.58	\$ (1,682.79)	\$ 75,312.79		\$ 30,562.51	\$ 15,163.69	\$ 466.84	\$ (427.91)	\$ 38.93	
November	\$ 79,628.01	\$ (4,301.40)	\$ 75,326.61		\$ 18,949.12	\$ 12,714.09	\$ 553.19		\$ 553.19	
December	\$ 1,538,252.46	\$ (1,859.10)	\$ 1,536,393.36		\$ 5,765.41	\$ 3,463.89	\$ 822.15	\$ (753.50)	\$ 68.65	
January	\$ 4,774,457.43	\$ (4,780.01)	\$ 4,769,677.42	\$ 114,732.25	\$ 27,096.26	\$ 19,370.45	\$ 1,431.77	\$ (792.54)	\$ 639.23	
February	\$ 829,717.97	\$ (4,997.03)	\$ 824,720.94	\$ 46,146.65	\$ 4,893.46	\$ 7,507.88	\$ 660.78		\$ 660.78	
March	\$ 141,739.53	\$ (6,977.48)	\$ 134,762.05	\$ 13,073.94	\$ 31,887.11	\$ 26,094.13	\$ 1,673.20	\$ (1,677.78)	\$ (4.58)	
April	\$ -	\$ -	\$ -						\$ -	
May	\$ -	\$ -	\$ -						\$ -	
June	\$ -	\$ -	\$ -						\$ -	
	\$ 17,079,658.75	\$ (55,974.22)	\$ 17,023,684.53	\$ 173,952.84	\$ 261,458.08	\$ 136,419.94	\$ 8,175.78	\$ (5,552.28)	\$ 2,623.50	

Numbers in red can be found in Microfund Revenue lines.

Current (with Credits), Prior & Interest	\$ 17,253,611.59
---------------------------------------------	------------------

Net Prior Taxes & Interest:	\$ 397,878.02
-----------------------------	---------------

Net Liens:	\$ 2,623.50
------------	-------------

Total Microfund Revenue Recorded:	\$ 17,659,665.39
--------------------------------------	------------------

QDS Cash Report	Cash Report Total	Current	Prior Taxes & Interest	Liens/Fees
July	\$ 8,591,254.55	\$ 8,530,041.81	\$ 59,919.47	\$ 1,293.27
August	\$ 1,021,964.84	\$ 951,942.11	\$ 69,028.95	\$ 993.78
September	\$ 237,965.55	\$ 164,714.51	\$ 72,506.38	\$ 744.66
October	\$ 112,333.86	\$ 65,683.97	\$ 46,131.45	\$ 518.44
November	\$ 107,541.27	\$ 77,358.29	\$ 29,636.90	\$ 546.08
December	\$ 1,557,978.36	\$ 1,545,905.59	\$ 11,217.86	\$ 854.91
January	\$ 5,027,859.52	\$ 4,988,270.91	\$ 38,109.01	\$ 1,479.60
February	\$ 797,121.85	\$ 783,159.48	\$ 13,335.07	\$ 627.30
March	\$ 210,273.74	\$ 150,526.11	\$ 58,024.68	\$ 1,722.95
April	\$ -			
May	\$ -			
June	\$ -			
	\$ 17,664,293.54	\$ 17,257,602.78	\$ 397,909.77	\$ 8,780.99

Differences between Microfund & QDS Attributable to Timing of Deposits	
Current Tax Collections	\$ (3,991.19)
Prior Taxes & Interest Collections	\$ (31.75)
Lien/Fee Collections	\$ (605.21)

\$ (4,628.15)

Cash Difference	\$ 4,628.15	Attributable to Timing
-----------------	-------------	------------------------

Prior Year Projects
2020 Projects
2021 Projects

Non-Recurring Account: 2020-2021

		Beginning Balance	Budget	Final	2020-2021	Project	OPEN POs		
Project		Appropriated	Revisions	Appropriations	Spent YTD	Balance	Encumbered	Unencumbered	
Funds for Town Road Work									
45.90.05.2001 through 2005	Road Work	74,376	\$ (4,882.19)	\$ 79,258	60,805	18,453	18,250	203	
		<i>Credit owed</i>							
Prior to 2019 Projects									
45.90.90.2173	Codification	2,988		\$ 2,988		2,988	2,988	- Open	
45.90.90.2182	Fire - Workout Room	9,750	\$ 5,500.00	\$ 15,250		15,250		15,250 Open	
								<i>Open - To be used for camera system/room upgrades</i>	
45.90.90.2184	Assembly Room Upgrades	5,000	\$ 5,000.00	\$ 10,000	748	9,252	1,980	7,272	
45.90.90.2185	Accounting Software	35,000		\$ 35,000	14,365	20,635	4,238	16,398	
45.90.90.2195	Transfer Station - 10 Year Permit Renewal	10,000		\$ 10,000		10,000		10,000	
		<u>62,738</u>		<u>73,238</u>					
									<i>Balance on open projects: \$ 48,919.14</i>
2019-2020 Projects									
45.90.44.1000	5 Year Lease for Ambulance/Down Payment	50,000		\$ 50,000	50,000			- Down Payment	
45.90.74.1000	Demo/Abatement Wolfe Ave	74,080		\$ 74,080		74,080	3,470	70,610 Open	
45.90.90.2187	Town Hall Phone System Upgrades (carryover from 2019)	740		\$ 740		740		740 Closed	
45.90.90.2177	Replace/Upgrade Computers (carryover from 2019)	2,886		\$ 2,886	2,885	1		1 Closed	
45.90.90.2180	Portable Radios - Fire (carryover from 2019)	1,282		\$ 1,282	1,282	-		- Closed	
45.90.57.0019	COVID-19 Expenses	14,145		\$ 14,145	8,262			5,883 Open	
		<u>128,988</u>		<u>\$ 128,988</u>		<u>151,399</u>			
									<i>Balance on Open 2020 Projects \$ 71,351.00</i>
2020-2021 Projects									
45.90.44.1000	5 Year Lease for Ambulance/Down Payment	44,158		\$ 44,158	44,157	1		1 1st Lease Payment	
45.90.90.2183	Guardrail Replacement Program	20,000		\$ 20,000		20,000	15,000	5,000 Open	
45.90.44.1003	Spreader & Ram	1,493		\$ 1,493		1,493		1,493 Open	
45.90.44.1005	EMS First Responder Vehicle	50,000		\$ 50,000	36,244	13,756		13,756 Open	
45.90.44.1006	20 SCBA Cylinders	22,000		\$ 22,000		22,000	22,000	- Open	
45.90.57.1000	Building & Parks Security	21,500		\$ 21,500		21,500		21,500 Open	
45.90.59.1001	Jib Pole	16,000	\$ (3,200.00)	\$ 12,800	9,986	2,814		2,814 Closed	
45.90.59.1002	Side Conveyor	13,200	\$ 3,200.00	\$ 16,400		16,400	16,338	62 Open	
45.90.59.1003	Dump Trailer	25,000		\$ 25,000		25,000		25,000 Open	
45.90.61.1000	Garage Generator	41,000		\$ 41,000		41,000		41,000 Open	
45.90.71.1001	Field Edger	7,250		\$ 7,250	7,155	95		95 Open	
45.90.71.1002	Pent Road Bleachers	5,000		\$ 5,000		5,000		5,000 Open	
45.90.79.1000	Nurse Closet	1,500		\$ 1,500	1,400	100		100 Open	
45.90.79.1001	Bulkhead Door & Awning	6,000		\$ 6,000	2,595	3,405	350	3,055 Open	
45.90.79.1002	Sidewalk, Ramp & Doorway	1,550		\$ 1,550	1,550	-		- Open	
45.90.90.2129	Public Works Truck - Existing Lease	36,551		\$ 36,551	36,551	\$ (0.25)	\$	(0.25) 1st Lease Payment	
45.90.90.2135	Revaluation	40,000		\$ 40,000	6,300	33,700	33,700	- Open	
45.90.44.1008	Rescue 4 Repairs		\$ 9,440.00	\$ 9,440		9,440	9,440	-	
45.90.02.2020	Storm Isaías		\$ 19,999.00	\$ 19,999	18,010	1,989		1,989	
45.90.44.1009	Forcable Entry Door		\$ 6,455.00	\$ 6,455		6,455	6,455	-	
45.90.71.1004	Athletic Courts Rehab & Resurfacing		\$ 60,190.54	\$ 60,191		60,191		60,191	
Beginning Appropriations for FY2021:		362,702							
Additional Appropriations Mid-Year			\$ 96,084.54						
Total Appropriation for FY2021				\$ 458,787	302,296		134,208		
						Project Balance		441,620	
<i>Budget \$ to transfer for 2019-2020 Special Projects --->></i>			\$ 362,702.00						
<i>Appropriation for Rescue 4 Repair - - >></i>			\$ 9,440.00						
<i>Appropriation for Forcable Entry Door - - >></i>			\$ 6,455.00						
<i>Appropriation for Athletic Court Rehab - - >></i>			\$ 60,190.54						
<i>Appropriation for Storm Isaías - - >></i>			\$ 19,999.00						
			<u>\$ 458,786.54</u>						

Fund Balances for Review - FY2022 Budget

Undesignated General Fund Balance Analysis Fiscal year Ending 6/30/21

Audited General Fund Unassigned Fund Balance 7/1/2020	\$ 3,723,824	2021 Budgeted Expenditures	\$ 22,634,202
Minimum required per Finance Manual (9.25% of Proposed Expenditures)	\$ 2,093,664	9.25% of 2021 Proposed Expenditures	
Difference (Balance above Minimum as of 7/1/2020)	\$ 1,630,160	Available to spend	
<u>2020-2021 Allocations from Fund Balance</u>			
Non-Recurring Capital Projects	\$ 362,702		
To Balance Budget	\$ 14,025		
Storm Isaias Allocation	\$ 19,999		
Pent Road Court Renovations (Pending Town Vote)	\$ 60,191		
Total 2020-2021 YTD Allocations	\$ (456,917)		
Unallocated Fund Balance as of 3/31/2021	\$ 3,266,907		
Less Minimum Fund Balance	\$ (2,093,664)		
Available Undesignated Fund Balance as of 3/31/21	\$ 1,173,244		

Private Duty Fund Balance

Audited Private Duty Fund Balance 7/1/2020	\$ 163,140		
<u>2020-2021 Allocations from Fund Balance</u>			
Transfer to General Fund Revenue	\$ 30,000		
Portable Radios for Police	\$ 17,100		
New Interceptor SUV	\$ 50,000		
Total 2020-2021 YTD Allocations	\$ (97,100)		
Unallocated Fund Balance as of 3/31/2021	\$ 66,040	does NOT include 2021 Revenue	

SWWT Fund Balance

Audited SWWT Fund Balance 7/1/2020	\$ 1,234,184		
<u>2020-2021 Allocations from Fund Balance</u>			
Digester Tank Project	\$ 280,759	2021 Revenue YTD	\$ 97,025.00
SCADA Project Balance	\$ 2,150		
New Water Heaters	\$ 3,300		
Retaining Wall	\$ 12,000		
Total 2020-2021 YTD Allocations	\$ (298,209)		
Unallocated Fund Balance as of 3/31/2021	\$ 1,033,000	includes 2021 Revenue YTD	

LOCIP State Grant Funds

Current Available LOCIP Balance	\$ 222,324		
<u>Open LOCIP Projects</u>			
Court Renovations	\$ 80,000	Committed Funds	
Court Renovations (Pending Approval)	\$ 142,039	To Be Approved	
Total Open LOCIP Allocations	\$ (222,039)		
Unallocated LOCIP Balance as of 3/31/2021	\$ 285	assuming approval of Pent Road Project	
FY2022 LOCIP Allocation (expected March 2022)	\$ 38,692	Available to spend after March 2022	
	\$ 38,976.65		

Debt Service Fund Balance

Audited Private Duty Fund Balance 7/1/2020	\$ 601,368		
<u>2020-2021 Allocations from Fund Balance</u>			
BAN Issuance Expenses	\$ 27,350	Premiums	
Bond Reissue Expenses	\$ 59,207	BAN Premium	\$ 26,360.00
		Bond Premium	\$ 66,975.44
Total 2020-2021 YTD Allocations	\$ (86,557)		\$ 93,335.44
Debt Service Fund Balance as of 3/31/2021	\$ 608,146	including BAN and Bond Premiums	

Request to Waive \$20k Competitive Bidding Threshold Memo - For 4/12 BOS and 4/13 BOF Meetings

Natasha Nau <nnau@beaconfallsct.org>

Fri 4/9/2021 12:19 AM

To: Gerard Smith <gsmith@beaconfallsct.org>; Tom Pratt <tpratt@beaconfallsct.org>

Cc: Kerry McAndrew <kmcandrew@beaconfallsct.org>; Erin Schwarz <eschwarz@beaconfallsct.org>

 1 attachments (1 MB)

15900.00008_PDplans (2).pdf;

Dear BOS & BOF,

As you recall, the Town of Beacon Falls applied for a LOCIP grant in 2019 for \$80k to rehabilitate 1 basketball court (known as Court #1) at Pent Road Park. This was for a traditional asphalt/concrete rehab. Since then, the Public Works Department and the First Selectman discussed the viability of a "post-tension" concrete court, which can last longer than a traditional concrete court. That route was abandoned due to cost (almost 4 time as much) and the fact that our courts don't see enough volume for wear and tear that other town courts do that really should receive a post-tension court. The engineer then inquired as to whether we wanted to keep all the courts as-is or did we want to change some of the uses as a part of the project. This discussion was then brought to the P&R Commission, and members shared opinions for and against repurposing existing courts to other uses.

Since then, the Public Works Department and the First Selectman worked with the engineer to design a new concept plan for the courts, which would increase the breadth of the scope of the original project to \$282,23, which includes engineering (\$22,230) and construction (\$260,000). The new scope includes reclaiming and resurfacing of all the courts (#1 through #4) and changing the half basketball courts to pickle ball courts. The contractor(s) would remove/reset the existing fences, adding underdrainage around the courts to alleviate groundwater issues, installing new basketball hoops, tennis nets, and repainting all courts. Please see attached preliminary designs.

The estimated start date due to availability of contractor(s) and setting up the procurement mechanisms would be May 1st. The project would probably conclude within 2 months of the start. The fields and parking lot should remain usable throughout construction. The areas will have safety fencing around them to prevent trespassing. Work will be completed between the hours of 7am-4pm on weekdays.

The BOS voted to move forward with the construction phase of this project at their February meeting. The BOS and BOF voted at their March meetings to push the new project scope and increased LOCIP funding in order to accommodate, to a Town Meeting, which was then scheduled for 6:30pm on 4/12/21 (directly preceding the regular BOS monthly meeting).

Since this expanded "Athletic Courts Rehab/Resurface" project is multifaceted (many different items and services), it is complicated to procure, without going the route of a General Contractor. The procurement mechanisms were intended to be a combination of:

- 1. A change order to the Town's existing road paving contract (20-9R) with Cocchiola for drainage and HMA materials/labor (and tennis court mix through amendment if waiver is**

- approved);
2. Utilization of our nearly approved 20-10R On-Call Town-Wide Tree Services for tree removal;
 3. State contract for fencing labor and;
 4. State contract and/or Sourcewell contract for the tennis court mix, court painting and hoops and nets.

After Finance completed extensive State contract and consortium contracts (Sourcewell, HGAC and CRPC) research, it was realized that consortium contractors only utilize post-tension concrete and modular application methods so this was not a viable procurement mechanism for our desired traditional court asphalt/tennis mix application. Finance did request that the vendors on the Sourcewell contract quote their services. One quote was received from Sport Court, confirming that the modular application was more than twice the cost of the traditional asphalt application. Their court painting services are \$15,000 higher than the soft estimate received by a local provider, who is not a competitively bid contract. Lastly, the hoops and nets that SportCourt quoted were double the soft estimate received by the local provider. The applicable State contract only covers crack filling/repairs on courts, not rehab/replace, so it cannot be used. The State fencing contractors will be solicited for a quote shortly after the Town Meeting, which the Town should be able to pursue. It has been confirmed that Cocchiola is willing to perform the work and Finance will be executing the change order/amendment shortly following the town meeting.

Due to the Town not being able to procure numerous unrelated services for this project under an existing competitively bid contract, the Finance Department and Engineer are therefore proposing to the BOS and BOF to waive the \$20k competitive bidding threshold for these unique circumstances. This is permissible within the Financial Policy Manual if it is in the best interest of the Town. As a result of significantly higher costs on the consortium contract, a desire to not delay this project another 1 to 2 months for bidding, and to ensure continuity and quality of service and reduce risk (i.e. minimizing the number of vendors required to complete the project), Finance and the Town's Engineer believe it is in the Town's best interest to waive the \$20k competitive bidding threshold for this project. This will most likely apply to the tennis court mix, court painting (formally known as colored surface treatment), hoops/posts/nets, and/or potentially the fencing (if we are unable to secure a quality vendor through the State contract).

Sincerely,

Natasha R. Nau
Finance Manager
Town of Beacon Falls
10 Maple Avenue
Beacon Falls, CT 06403
nnau@beaconfallsct.org
Office: 203-490-4395
Cell: 203-671-5885
Hrs: 9am-4pm M-Th


Beacon Valley Road STEAP Update Memo for 4/12/21 BOS Meeting

Natasha Nau <nnau@beaconfallsct.org>

Thu 4/8/2021 11:34 PM

To: Gerard Smith <gsmith@beaconfallsct.org>

Cc: Kerry McAndrew <kmcandrew@beaconfallsct.org>; Erin Schwarz <eschwarz@beaconfallsct.org>

 1 attachments (553 KB)

Steap cert_04062021141657.pdf;

Dear BOS,

The purpose of this memo is to summarize the timeline and process steps of our Beacon Valley Road STEAP funded project, highlighting recent developments in the last 6 months and where we go from here.

We employed Nafis & Young to apply for a \$500k STEAP grant in 2016 for West Road (#006-125) and were awarded September 24, 2016. There was no movement on the project 2016-2019. In January 2020, the project was set to expire, so we requested our first one-year extension to January 2021; it was granted. During this time, we separated from Nafis and Young and moved to Milone and MacBroom Inc. MMI then began drafting the designs and meeting with the affected homeowners. We also had to coordinate the timing of this application with a LOTCIP application via DeCarlo & Doll for the other portion of the road. Lastly, we had to construct an MOU with Naugatuck for the bridge project (under Local Bridge Program). In September 2020, we requested our final extension to January 25, 2022, which was granted the following month in October. The preliminary designs were also officially sent to the State (DOT and STEAP) for review and comment in September 2020. From October to December, MMI worked on the bid documents. On January 13, 2021 the IWWC held a regular monthly meeting that was advertised and open to the public and one of the agenda items was this Beacon Valley Road project and permit application (#A-2021-318 and SW-2021-021). On February 10, 2021, a public hearing that was properly posted (via legal ad) and open to the public was held to discuss the application. The application was approved with conditions after the IWWC came out of the public hearing during a special meeting (which was also properly advertised and open to the public). Finance worked with MMI to construct the project in the Town's e-procurement software from January to March.

After MMI/SLR and the Town submitted the final draft plans and bid documents to the State in September 2020, we did periodic check-in's with them throughout the next 6 months to inquire if they had any questions while they reviewed our materials. It is assumed that COVID significantly slowed State operations during this time. The Town just received comments back from the State on April 2, 2021 and was also administered the "State Grant Program Completion of Preconstruction Activities Project Certification" form for completion. This form is being presented to you during this meeting for review and to authorize the First Selectman to sign it (and the Town Clerk to seal it).

This form, along with the responses to their comments will be provided to the State following your meeting. The Land Use Administrative Assistant will also construct the required driveway apron easement requests to the applicable homeowners with a response deadline of up to 3 weeks. During this time, the Town hopes to receive the final comments from the State on the IWWC permit application, which is the last required component. After that, the final project will be advertised for a

period of 28 days in the Town's e-procurement software, Bonfire, as well as on State CT Source (and of course in the newspaper). There will be a pre-bid meeting. Various town staff, volunteers, and the engineer (MMI/SLR), will review the submissions and grade them over a period of 2 weeks and will then make an award. Finance and the First Selectman would negotiate a contract and the hope is that construction would begin mid-summer and completed before the winter. If this is impossible, the Town will need to request another extension, citing COVID State delays as the justification.

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